

PED 600  
**CORE PEDIATRICS**

**CLERKSHIP REQUIRED ROTATION (R2) SYLLABUS**

DEPARTMENT OF PEDIATRICS  
JOEL GREENBERG, D.O.  
CHAIRPERSON  
GREENBE1@MSU.EDU

LAUREN AZEVEDO, D.O.  
INSTRUCTOR OF RECORD  
AZEVEDOL@MSU.EDU

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*For questions about content or administrative aspects of this course, please contact:*

**SHANNON GROCHULSKI-FRIES**  
COURSE ASSISTANT (CA)  
GROCHULS@MSU.EDU

*At Michigan State University College of Osteopathic Medicine (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 changes will generally be instituted at the beginning of the school year, changes may also be implemented semester to semester.*

*Please be mindful of the need to read your syllabi before beginning your rotations.*

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## **INTRODUCTION AND OVERVIEW**

Welcome to Pediatrics. This syllabus provides an overview of the rotation's requirements and expectations and a guide to help you understand the breadth of the field of pediatrics.

### **BACKGROUND**

The practice of pediatrics involves out-patient and in-patient care, both general and specialized, and includes neonatal care. It has a strong component of infectious disease, which is often seasonal. The COMAT exam and COMLEX Level 2 CE include material pertinent to each of these areas and all the seasons. We hope you will have clinical exposure to each of these areas and learn to consider the seasonal component in your differential diagnosis. Regardless of your exposure, you are expected to read on topics spanning this spectrum of clinical practice.

### **ROTATION FORMAT**

Currently, there are numerous base hospitals, each with diverse clinical and teaching opportunities. You will spend 40-60 hours per week for four weeks in clinical pediatrics, which may be out-patient and/or in-patient. The institution's nature will determine how this time will be spent: out-patient pediatric clinic, newborn nursery, in-patient pediatric, or overnight hospital on-call for pediatrics. For most of you, this will be primarily an out-patient experience, along with at least 8 hours of experience in a newborn nursery at those sites where this opportunity is available.

Your clinical experience will be supplemented with **required** online didactic material covering the primary areas of pediatrics and meeting the goals and objectives listed. You will need computer access and use Desire2Learn (D2L) through which the online didactic material has been divided into weekly blocks. You are strongly urged to work through these daily. While you are not required to go through the weekly blocks in the order listed in D2L, it is recommended you start with the material under Week 1, which contains information on how to perform the pediatric examination. At the end of the rotation, you will be required to register and sit for the Pediatric COMAT examination.

### **SUMMARY**

The field of pediatrics will expose you to the most dramatic physical, cognitive, and behavioral changes in human development. Pediatricians focus on normal growth and development and diseases in infants, children, and adolescents. To provide comprehensive medical care, the triad of the pediatrician, patient and family are needed. During your time on this rotation, take advantage of opportunities to see patients of all ages and utilize your interpersonal skills with families.

## **GOALS AND OBJECTIVES**

### **GOALS**

#### **GOAL 1: Become proficient in working with pediatric patients and their families.**

Learning Objectives:

- Demonstrate the ability to establish rapport with children of different ages and their families.
- Elicit the specific historical data to be obtained on children of different ages.
- Execute the physical exam appropriate for the child's age.
- Demonstrate the ability to approach the healthy term and "sick" newborn.

#### **GOAL 2: Become familiar with growth and development milestones in the pediatric patient.**

Learning Objectives:

- Recognize the normal growth and development milestones for each age group.
- Provide anticipatory guidance to the patient and their family that is age appropriate.
- Recognize common growth issues.

**GOAL 3: Become knowledgeable of guidelines for preventive care in children.**

Learning Objectives:

- List the AAP (American Academy of Pediatrics) immunization schedule for children.
- Conduct age-appropriate screening for children.

**GOAL 4: Become knowledgeable about common pediatric health problems.**

Learning Objective:

- Recognize the most common pediatric health problems and their treatment.

**GOAL 5: Become knowledgeable about common pediatric mental health problems.**

Learning Objective:

- Know how to distinguish between the following basic scenarios: autism, depression, anxiety, ADHD (Attention Deficit and Hyperactive Disorder), learning disability, abuse, speech delay, cognitive deficit, eating disorders.

**GOAL 6: Review the Osteopathic Core Competencies in the Additional Information section of D2L.**

AACOM: Osteopathic Core Competencies for Medical Students

In 2007, AACOM created a Core Competency Workgroup to look at the core competencies for osteopathic medical students. The workgroup consisted of ten representatives from AACOM, osteopathic schools, and NBOME. The workgroup's purpose was to help osteopathic medical schools define and integrate the osteopathic core competencies into their curriculums. The workgroup developed into the Core Competency Liaison Group (CCLG), consisting of representatives from all osteopathic medical schools. Liaisons have shared teaching and evaluation ideas and challenges; collaborated with DMEs, residency program directors, and OPTI directors to look at training expectations of students verses interns and residents; and have helped to raise awareness about the core competencies with other faculty and administration in their schools.

Keeping in mind the purpose of the CCLG, this document was written from a curricular perspective. The intent was to create a set of performance indicators that would be common to all osteopathic medical schools. While specific schools may have a need to develop additional performance indicators in some areas based on their particular missions or unique programs, the CCLG felt the performance indicators in this document should be reached by all osteopathic medical students. Please note the complete report is available for you on D2L.

The Core Competencies are:

- I. Osteopathic Principles and Practices
- II. Medical Knowledge

- III. Patient Care
- IV. Interpersonal and Communication Skills
- V. Professionalism
- VI. Practice-Based Learning and Improvement
- VII. Systems-Based Practice
- VIII. Counseling for Health Promotion/Disease Prevention Competencies
- IX. Cultural Competencies

## 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 (<https://com.msu.edu/>) and in the Student Handbook.

## REFERENCES

### REQUIRED STUDY RESOURCES

Desire 2 Learn (D2L): Please find online content for this course in D2L (<https://d2l.msu.edu/>). Once logged in with your MSU Net ID, your course will appear on the D2L landing page. If you do not see your course on the landing page, search for the course with the following criteria, and pin it to your homepage:  
**PED 600: Core Pediatrics**

If you encounter any issues accessing this D2L course, please email the CA (COURSE ASSISTANT) (on the title page of this syllabus).

### SUGGESTED STUDY RESOURCES

#### Recommended Texts

John Hopkins Hospital, Hughes, Helen K, MD, MPH; Kahl, Lauren K, MD (2018). *The Harriet Lane Handbook: A manual for Pediatric House Officers*. Philadelphia, PA: Elsevier Saunders.

<https://ezproxy.msu.edu/login?url=https://www.clinicalkey.com/dura/browse/bookChapter/3-s2.0-C20210008063>

This is the main resource for medication dosages. It also contains information on procedures and other diagnostic and therapeutic information.

Kliegman, R.M. MD, St Geme, J. MD, Blum, N, MD, et al. (2020). *Nelson Textbook of Pediatrics, (21<sup>st</sup> Edition)*. Philadelphia, PA: Elsevier Saunders.

<https://ezproxy.msu.edu/login?url=https://www.clinicalkey.com/dura/browse/bookChapter/3-s2.0-C20161017121>

This is a valuable resource for looking up detailed descriptions of disease processes. This is THE pediatric textbook.

Marino, B.S., & Fine, K.S. (2019) (7<sup>th</sup> Edition). *Blueprints pediatrics*. Baltimore, MD: Lippincott Williams & Wilkins.

This should serve as a good basic resource on basic pediatric pathology.

Pickering, L.K., Baker, Kimberlin, D.W., & Long, S.S. (2012). *Red book 2012: 2012 report of the committee on infectious diseases*. Elk Grove Village, IL: American Academy of Pediatrics.

Excellent resource for vaccines & infectious diseases.

Zitelli, B.J., McIntire, S.C., & Nowalk, A.J. (2017) (7<sup>th</sup> Edition). Zitelli and Davis' atlas of pediatric physical diagnosis: Expert consult. Philadelphia, PA: Elsevier Saunders.

An Excellent visual guide to pediatric conditions.

**Other readings may be assigned by clerkship faculty.**

Recommended Websites

*Bright Futures Recommendations for Preventative Pediatric Health Care*

<https://www.aap.org/en/practice-management/care-delivery-approaches/periodicity-schedule/>

*Bright Futures Handbook*

This is an excellent information resource for health promotion in pediatrics with a focus on the Physical Examination, Screening and Anticipatory Guidance.

<https://www.aap.org/en/practice-management/bright-futures/bright-futures-materials-and-tools/bright-futures-tool-and-resource-kit/>

<https://www.aap.org/en/patient-care/oral-health/>

*AAP (American Academy of Pediatrics) Vaccine Schedule*

[https://publications.aap.org/redbook/pages/Immunization-Schedules?\\_ga=2.103693888.1334224992.1652888359-199221026.1652888359](https://publications.aap.org/redbook/pages/Immunization-Schedules?_ga=2.103693888.1334224992.1652888359-199221026.1652888359)

*Vaccine Issues*

<https://www.cdc.gov/vaccines/growing/images/global/CDC-Growing-Up-With-vaccines.pdf>

<https://www.cdc.gov/vaccines/parents/why-vaccinate/vaccine-decision.html>

<https://www.cdc.gov/vaccines/parents/FAQs.html>

**ROTATION REQUIREMENTS**

REQUIREMENT	SUBMISSION METHOD	DUE DATE Please refer to D2L for actual (month/day) due dates
COMAT Examinations	Per Clerkship Regulations	The last Friday of the rotation.
Health Maintenance and Sick Child Note	Completed 100% and needing no revisions submitted to D2L Dropbox: Health Maintenance and Sick Child Note Dropbox	By 11:59 pm the last day of the rotation

Mid Rotation Feedback	Completed 100% and needing no revisions submitted to D2L Dropbox: Mid Rotation Feedback Form Dropbox	By 11:59 pm the last day of the rotation
Pain and Opioid Course	Completed 100% and upload the certificate to D2L Dropbox: Pain and Opioid Course Dropbox	By 11:59 pm the last day of the rotation
Skills Checklist	Completed 100% and needing no revisions submitted to D2L Dropbox: Skills Checklist Dropbox	By 11:59 pm the last day of the rotation
Smiles for Life Course	Completed 100% and upload the certificate to D2L Dropbox: Smiles for Life Certificate Dropbox	By 11:59 pm the last day of the rotation
Zoom Conference	Attendance at your scheduled conference	By 11:59 pm the last day of the rotation
Attending Evaluation of Clerkship Student	Students must select their attending physician as directed within the rotation description in Medtrics. At the start of the last week of the rotation, students will need to request an evaluation in Medtrics. By requesting an attending evaluation from their assigned attending physician, the attending physician will receive an automated email link connecting them to their assigned Attending Evaluation within Medtrics. Attendings will be able to electronically access and submit the forms on behalf of their students.	Last Day of Rotation
Student Evaluation of Clerkship Rotation	Students will submit their rotation evaluations electronically at the conclusion of every rotation by accessing the Medtrics system: <a href="https://msucom.medtricslab.com/users/login/">https://msucom.medtricslab.com/users/login/</a> . By the last week of each rotation, students will receive an automated email link connecting them to their assigned evaluation. Students can also access pending evaluations on the 'Home' or 'Evaluations' tabs within their Medtrics accounts.	Last Day of Rotation

### WEEKLY READINGS/OBJECTIVES/ASSIGNMENTS

This is a suggested schedule for these topics. Since patients will not present themselves in a conveniently scheduled manner, it may be necessary to vary from the suggested schedule.

#### **Week 1 – The Well-Child Exam and “Sick” Office Visit**

**Learning Objective:** Manage a basic well-child checkup for all pediatric ages.

**Activities/Resources:**

- Read “Tips for Clinical Pediatrics” Day 1 of rotation:
  - The Approach to the Young Child



- Pediatric History
- Pediatric Physical Exam
- Pediatric Assessment
- Pediatric Plan (folder located in D2L)
- Read *Bright Futures Recommendations for Preventative Pediatric Health Care*: <https://www.aap.org/en/practice-management/care-delivery-approaches/periodicity-schedule/>
- Complete a minimum of two well-child checkups per day that require a history and physical on a variety of pediatric patients.

**Learning Objective:** Understand growth and developmental assessment.

**Activities/Resources:**

- Review notes from OST 556 – Pediatrics I; OST 557 – Pediatrics II; and OST 558 – Pediatrics III
- Bright Futures Handbook: Bright Futures: Guidelines for Health Supervision of Infants, Children and Adolescents, 2017 (4<sup>th</sup> Edition), American Academy of Pediatrics
  - Use this as your source for information on health maintenance in pediatrics. This is an excellent resource for information pertaining to health promotion in pediatrics.
- Notes for Clinical Pediatrics (Growth Issues) (folder located in D2L)

**Learning Objective:** Know how to approach anticipatory guidance and what is pertinent for the patient's age.

**Activities/Resources:**

- Read "Tips for Clinical Pediatrics" (Anticipatory Guidance) (folder located in D2L)
- Read <https://www.aap.org/en/practice-management/bright-futures/bright-futures-materials-and-tools/bright-futures-tool-and-resource-kit/>
- Provide anticipatory guidance to two families per day.

**Learning Objective:** Use the MICR to determine what vaccines are due.

**Activities/Resources:**

- Review AAP Vaccineschedule: [https://publications.aap.org/redbook/pages/Immunization-Schedules?\\_ga=2.103693888.1334224992.1652888359-199221026.1652888359](https://publications.aap.org/redbook/pages/Immunization-Schedules?_ga=2.103693888.1334224992.1652888359-199221026.1652888359)
- Read about vaccine issues:
  - <https://www.cdc.gov/vaccines/growing/images/global/CDC-Growing-Up-With-vaccines.pdf>
  - <https://www.cdc.gov/vaccines/parents/resources/childhood.html>
  - <https://www.cdc.gov/vaccines/parents/why-vaccinate/index.html>

**Learning Objective:** Know what is important to look at on the physical exam (PE) and know how to do a complete PE.

**Activities/Resources:**

- Read <https://www.aap.org/en/practice-management/bright-futures/bright-futures-materials-and-tools/bright-futures-tool-and-resource-kit/>

**Learning Objective:** Know how to do the two-minute orthopedic screen and crucial H&P.

**Activities/Resources:**

- Read *Developmental Dislocation (Dysplasia) of the Hip (DDH)*: <http://orthoinfo.aaos.org/topic.cfm?topic=a00347>

**Learning Objective:** Become knowledgeable of pediatric nutritional issues.

**Activities/Resources:**

- Read “Notes for Clinical Pediatrics” (Nutrition, Vitamin D Deficiency and Growth Issues) (folder located in D2L)
- Discuss with your clinical instructor strategies for working with families regarding weight issues.

**Learning Objective:** Know what screenings are important and when indicated.

- Read <https://www.aap.org/en/practice-management/bright-futures/bright-futures-materials-and-tools/bright-futures-nutrition-3rd-edition-and-pocket-guide/>
- Read AAP Clinical Report on Screening in Children. American Family Physician. 2009 Apr 15;79(8):703-705  
[https://www.aafp.org/afp/2009/0415/p703.html#:~:text=Lipid%20and%20Lipoprotein%20Distributions%20in%20Children%20and%20Adolescents,%20%20177%20%2018%20more%20rows%20\(Lipid%20screening\)](https://www.aafp.org/afp/2009/0415/p703.html#:~:text=Lipid%20and%20Lipoprotein%20Distributions%20in%20Children%20and%20Adolescents,%20%20177%20%2018%20more%20rows%20(Lipid%20screening))
- Read MDHHS (Michigan Department of Health and Human Services) Newborn Screening [http://www.michigan.gov/mdhhs/0,5885,7-339-73971\\_4911\\_4916-233939--,00.html](http://www.michigan.gov/mdhhs/0,5885,7-339-73971_4911_4916-233939--,00.html) (metabolic)
- Read *Frequently Asked Questions: Newborn Screening, Dried Blood Spots, and the Michigan BioTrust for Health* <https://www.michigan.gov/mdhhs/adult-child-serv/childrenfamilies/hereditary/biotrust/michigan-biotrust-for-health-frequently-asked-questions> (metabolic)
- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3374430/> (TB)

**Learning Objective:** Know the approach to the typical “sick” office visit: what to do and how to do it.

**Activities/Resources:**

- Read “Tips” for Clinical Pediatrics” (folder located in D2L)
- See two pediatric patients per day presenting for a basic “sick” office visit.
- 

**Learning Objective:** Be able to recognize, list differential diagnosis, and manage the following respiratory symptoms:

- URI (upper respiratory infections), sinusitis, strep, viral pharyngitis, coxsackie infections, foreign body in nose, tonsillar abscess, thrush
- OM, OME, ETD, OE, teething, adenitis, abscess-retropharyngeal, mastoiditis
- Influenza, laryngitis, pertussis, mycoplasma infections, pulmonary foreign body
- Bacterial pinkeye, allergic conjunctivitis, corneal abrasion, blocked tear duct, hordeolum, chalazion, glaucoma, periorbital-orbital cellulitis

**Activities/Resources:**

- Read “When Doing Less is Best” Commentary (folder located in D2L)
- Read the related content from these sources found on the Reference List within this syllabus.
  - Blueprints Pediatrics
  - Red Book
  - <https://www.cdc.gov/grand-rounds/pp/2013/20131119-antibiotic-resistance.html> (antibiotics & respiratory illness)

## **Week 2 – Common Pediatric Health Problems and Mental Health Issues**

**Learning Objective:** Be able to recognize, do a differential diagnosis and manage (based on age when necessary):

- Roseola, enterovirus, strep, influenza, URI, pneumonia, Kawasaki's, sepsis-meningitis
- Respiratory distress
- Neck masses – shotty, adenitis, TB, cat scratch, TGD-brachial cleft cyst, cystic hygroma, lymphoma
- Acute and chronic asthma and allergies

### **Activities/Resources:**

- Read the related content from these sources found on the Reference List within this syllabus.
  - Blueprints Pediatrics
  - Red Book
- Read "Notes for Clinical Pediatrics" (Asthma) (folder in D2L)

### **Learning Objectives:**

- Know the approach to, and be able to, counsel parents on these common behavioral issues:
  - Infant "colic"
  - Toddler picky eater
  - Toddler temper tantrums
  - Toddler toilet training
  - Child bedwetting
  - Teen excessive risk-taking (assess and inform)
- Describe and distinguish pediatric mental health disorders.
- Describe and distinguish:
  - Abuse
  - Autism
  - Cognitive deficit
  - Eating disorders

### **Activities/Resources:**

- Study thoroughly "Pediatric Mental Health Disorders: Overlapping Co-Morbidities and Evidence-Based Management – A Systematic Process for Evaluation and Monitoring" (folder located in D2L)
- Read the related content from this source found on the Reference List within this syllabus.
  - Blueprint Pediatrics
- Read "Notes for Clinical Pediatrics" (ADHD) (folder located in D2L)
- Review notes from OST 556 – Pediatrics I; OST 557 – Pediatrics II; and OST 558 – Pediatrics III

## **Week 3 – The Healthy Term Newborn and Common Pediatric Health Problems**

### **Learning Objectives:**

- Know the approach to the healthy term neonate.
  - Relevance of prenatal-perinatal history, SGA/AGA/LGA and implications, APGAR interpretation
  - Normal newborn exam and common variant physical findings, maturity evaluation (Ballard, Dubowitz)
  - Hearing screens, Vitamin K, eye prophylaxis, Hep B vaccine, skin-to-skin time

- Identify newborn feeding problems.

**Activities/Resources:**

- Nursery experience: 4-hour focus on the normal newborn history and exam
- Read “Tips for Clinical Pediatrics” (folder located in D2L)
  - Basic Neonatology
  - Breastfeeding Problem Management
  - Maternal Breastfeeding Issues

**Learning Objective:** Be able to recognize, do a differential diagnosis and manage common GI issues:

- Infant vomit: viral GE, GER, GERD (Gastroesophageal reflux disease), protein sensitivity-food allergy, pyloric stenosis, malrot-stenosis, IBEM
- Child vomit: GE, GERD, OM, pneumonia, UTI, DKA, appendicitis, pancreatitis, increased ICP
- Diarrhea: viral GE, bacterial GE, giardia, “Toddler,” lactose intolerance, celiac, IBS, IBD
- Constipation: stool-holding (encopresis), excess dairy/inadequate fiber, botulism, Hirschsprung’s
- Abdominal pain: constipation, GERD, lactose intolerance, RAP-IBS, strep, IBD, giardia, H pylori, pneumonia, UTI-pyelonephritis, kidney stone obstruction, intussusception, tumor

**Activities/Resources:**

- Read the related content from these sources found on the Reference List within this syllabus.
  - Blueprints Pediatrics
  - Red Book

**Week 4 – The “Sick” Newborn and Common Pediatric Health Problems**

**Learning Objective:** Know the approach to the “sick” newborn:

- Hypoglycemia, drug withdrawal, respiratory distress, cyanosis, murmur, sepsis, hypotonia, infant of diabetic mother, maternal STD, TORCH infections, bilious emesis, clavicle fracture

**Activities/Resources:**

- Nursery experience: four-hour focus on the “sick” newborn
- Read the related content from these sources found on the Reference List within this syllabus.
  - Blueprints Pediatrics
  - Red Book

**Learning Objectives:**

- Recognize, do a differential diagnosis, and manage the following cardiovascular problems:
  - Murmurs, hyperlipidemia, and elevated blood pressure
- Recognize, do a differential diagnosis, and manage the following rashes:
  - *Mac-pap spots*: enterovirus, roseola, 5<sup>th</sup> disease, strep, mono, scabies, drug, insect bites, swimmer’s itch, unilateral laterothoracic exanthema, folliculitis
  - *Mac-pap blotchy*: hives, food allergy (hives), yeasty, cellulitis, E multiforme, seborrhea dermatitis
  - *Eczematous*: eczema, contact dermatitis, impetigo
  - *Pink Patches*: tinea corpora, pityriasis rosea, eczema, psoriasis

- *Vesicular-Pustular*: Hand-foot-mouth, chicken pox-zoster, HSV-whitlow, impetigo, folliculitis, MRSA, scabies, acne, neonatal acne
- *Papular*: molluscum, warts
- *Patchy hair loss with flaky scalp*: tinea capitis
- *Alopecia*: alopecia areata
- *Petechial*: ITP, HSP, ALL, HUS, meningococcal, hemophilia
- *Itchy head*: lice, dandruff, tinea capitis
- Recognize, do a differential diagnosis, and manage tension and migraine headaches, and increased intracranial pressure and concussion from head trauma.
- Recognize, do a differential diagnosis, and manage the following genitourinary issues:
  - UTI, VUR, pollakiuria, hypercalciuria
  - Nocturnal enuresis
  - Vaginitis, STD, PID
  - Menstrual problems, amenorrhea, dysmenorrhea, irregular menses, DUB

**Activities/Resources:**

- Read the related content from these sources found on the Reference List within this syllabus.
  - Blueprints Pediatrics
  - Red Book
- Read “Notes for Clinical Pediatrics” (headache, concussion, structural head injury, murmurs) (folder located in D2L)

DO/PhD Students

DO/PhD student rotations span about four months. As such, students on this curricular track should strive toward completing one module every three to four weeks and will be required to sit for the COMAT exam at the end of the rotation.

ONLINE MODULES OR CONFERENCES

HEALTH MAINTENANCE AND SICK CHILD NOTE (FORM ON D2L)

Students are required to complete the MSU COM Health Maintenance and Sick Child Note form. Please choose notes on two patients that are meaningful learning opportunities for you. Both should be focused visits (not completed history and physical visits) and to be signed after reviewed with your Attending Physician.

Students must upload the completed (100% complete without needing revisions) form to the D2L dropbox entitled “Health Maintenance and Sick Child Note Dropbox” by 11:59 pm the last day (Sunday) of the rotation to be eligible to receive Honors or obtain a High Pass in the rotation. A grade cannot be entered for the course until all requirements are met.

If you are unable to complete the Health Maintenance and Sick Child Note and upload it to the correct D2L dropbox “Health Maintenance and Sick Child Note Dropbox”, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

MID-ROTATION FEEDBACK (FORM ON D2L)

Students are required to complete the MSU COM Mid-Rotation Feedback Form. This will need to be completed by an Attending or Resident at the end of week two of the rotation. It should be dated **no** later than the 3<sup>rd</sup> Wednesday of the rotation.

Students must upload the form (100% complete without needing revisions) to a D2L drop box by 11:59 pm by the third Sunday of the clerkship to be eligible to receive Honors or obtain a High Pass in the rotation, by 11:59 pm the last day of the rotation for a Pass. A grade cannot be entered for the course until all requirements are met.

If you are unable to complete the Mid-Rotation Feedback and upload it to the correct D2L dropbox “Mid-Rotation Feedback Dropbox”, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

#### PEDIATRIC PAIN AND OPIOID COURSE (link in D2L)

You will need to complete the Pediatric Pain and Opioid Education Course

1. <https://learn.openpediatrics.org/learn/signin>
2. <https://www.scopeofpain.org/supplemental-training/safer-opioid-prescribing-for-adolescents/>
3. Select “non-accredited” free version of course.
4. Submit certificate to D2L - Pediatric Pain and Opioid Certificate Dropbox
5. Students must upload the form to a D2L drop box by 11:59 pm by the third Sunday of the clerkship to be eligible to receive Honors or obtain a High Pass in the rotation, by 11:59 pm the last day of the rotation for a Pass. A grade cannot be entered for the course until all requirements are met.
6. If you miss unable to complete this assignment and upload it to the “Pediatric Pain and Opioid Dropbox” by 11: 59 pm the last day (Sunday) of your rotation, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

#### SKILLS CHECKLIST (FORM ON D2L)

Students are required to complete the MSU COM Skills Checklist form. Please be as accurate as possible, recording which of the experiences you have had during your pediatric rotation and to be signed after reviewed with your Attending Physician. We expect you to proactively pursue as many of these experiences as possible but realize that opportunities will vary.

Students must upload the form (100% complete without needing revisions) to the D2L dropbox entitled “Skills Checklist Dropbox” by 11:59 pm the last day (Sunday) of the rotation to be eligible to receive Honors or obtain a High Pass in the rotation. A grade cannot be entered for the course until all requirements are met.

If you are unable to complete the Skills Checklist and upload it to the correct D2L dropbox “Skills Checklist Dropbox”, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

#### SMILES FOR LIFE COURSE (LINK ON D2L)

You will need to Complete “Smiles for Life” course 2 (child oral health)

1. *Link to course in D2L*
2. <https://www.smilesforlifeoralhealth.org/>
3. *Complete quiz at the end and submit certificate to Drobox in D2L*
4. Students must upload the form to a D2L drop box by 11:59 pm by the third Sunday of the clerkship to be eligible to receive Honors or obtain a High Pass in the rotation, by 11:59 pm the last day of the rotation for a Pass. A grade cannot be entered for the course until all requirements are met.

5. If you miss unable to complete this assignment and upload it to the “Smiles for Life Dropbox” by 11: 59 pm the last day (Sunday) of your rotation, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

### ZOOM CONFERENCE

Once per rotation you must attend a Zoom Conference with a Clinical Provider in the MSU Department of Pediatrics. You will find the instructions and sign-up information on D2L.

These are **MANDATORY**. While we understand that emergencies have come up that are out of your control, you need to be in touch with the Course Assistant, Shannon Grochulski-Fries, [grochuls@msu.edu](mailto:grochuls@msu.edu), as soon as possible.

*In addition, when you are at a Zoom Conference, you will be dressed accordingly and must engage in the discussion. If you are unable to engage, you will be asked to leave and must complete the Corrective Action assigned.*

### **Case Review**

- Each student will need to register for the session you would like to present in.
- Each student will need to give an oral presentation on an interesting case they saw during their rotation. Presentations should:
  - Be approximately 5 minutes in length.
  - Should include the history of
  - present illness,
  - physical exam,
  - any labs or imaging,
  - differential diagnosis,
  - final diagnosis and
  - any medication or therapy prescribed.

The sessions will take place the last week of the rotation on Monday, Tuesday, and Wednesday (if the number of students on rotation requires it).

If you miss your scheduled presentation or fail to register for a presentation, it will be your responsibility to reach out to the Course Coordinator for the assigned Corrective Action, see page 18.

### COMAT EXAM INFORMATION

#### Self-Directed Learning

For additional resources, practice examinations and the Blueprint of the COMAT Exams you will be taking in your Clerkship Career, you will want to go to: <https://www.nbome.org/assessments/comat/clinical-subjects/>

#### DUE DATE: THE LAST FRIDAY OF THE ROTATION

For information on exam registration and administration, please visit the COM Clerkship Student Portal: <https://michiganstate.sharepoint.com/sites/StudentClerkship>

If a student requires accommodation, a valid VISA from the Resource Center for Persons with Disabilities (RCPD) must be presented to the COM Clerkship Team at least seven days in advance of the COMAT examination date.

## COMAT Grading

### **Honors**

- You will need to score at or above **110** on **your first** attempt.
- In addition to meeting the other passing requirements listed in the “Honor Rotation Requirements” section of this syllabus.

### **High Pass**

- You will need to score **104** to **109** on **your first** attempt.
- In addition to meeting the other passing requirements listed in the “High Pass Rotation Requirements” section of this syllabus.

### **Pass**

- Score **at or above 83** on the exam.
- If you fail to take your exam when you are scheduled, you will receive a zero and have one chance to retake the exam.
- In addition to meeting the other passing requirements listed in the “Rotation Requirements” section of this syllabus.

**NGR/No Grade Reported:** Will be the conditional grade given until all the requirements of this rotation are completed.

**N:** Not taking or passing the COMAT Exam by the due date on the first or second attempt.

## COMAT Corrective Action

- It is your responsibility to take the exam on the last Friday of the rotation. If this deadline is not met (with the exclusion of the following scenarios) you will receive an “0” for that attempt of the exam and will only be given one (1) time to re-take the exam (on the next immediate date the exam is available). You must receive a passing score on the retake exam, or you will receive an “N” grade for the rotation.
- **If you miss the cut score for the COMAT on the day you attempt your first COMAT, you will need to meet with a Faculty Member within the Department of Pediatrics before you are allowed to schedule your retake.**
- It is your responsibility to contact the Course Assistant (listed on the front of the syllabus) by the end of the first week of the rotation for consideration of delaying the exam if you have a conflict regarding the prescribed exam date.
- It is your responsibility to contact the Course Assistant (listed on the front of the syllabus) within 24 hours of an emergency that will keep you from taking the exam on the last Friday of the rotation, to be considered for delaying the exam.
- The Department will notify students of their failure.

## ROTATION EVALUATIONS

### Attending Evaluation of Student

Attending Evaluation of the Student is completed electronically via Medtrics by the supervisor designated within the Medtrics rotation description. To initiate this evaluation, each student must select their attending physician as directed within the rotation description in Medtrics. Students will receive an email from Medtrics to select the attending 7 days prior to the end of the rotation. Should your rotation lack a rotation description or if you have any questions, please contact com.msu.edu. Upon selecting the attending physician directed within the Medtrics rotation description, the attending physician will receive an automated email link connecting them to their assigned Attending Evaluation within Medtrics.

Attendings will be able to electronically access and submit the Attending Evaluation of the Student. Attendings will access the electronic form within Medtrics by selecting the email link on a smart device. No login (username/password) will be required for attendings to access their pending evaluation(s)



assigned to them. After the electronic form has been submitted by their attending, students can review the Attending Evaluation of the Student that were completed by visiting the 'Evaluations' module (in the 'About Me' tab) of their Medtrics profiles.

Students are encouraged to seek formative/verbal feedback on their performance at least weekly. Students are also encouraged to discuss the Attending Evaluation of the Student with the supervisor completing the evaluation.

Any evidence of tampering or modification while in the possession of the student will be considered "unprofessional behavior" and will be referred to the Committee on Student Evaluation (COSE).

Grades are held until all rotation requirements are received. Students are required to ensure their rotation requirements are completed correctly.

#### Student Evaluation of Clerkship Rotation

Students will submit their rotation evaluations electronically at the conclusion of every rotation by accessing the Medtrics system: <https://msucom.medtricslab.com/users/login/>. By the last week of each rotation, students will receive an automated email link connecting them to their assigned evaluation for the respective rotation. Students can also access their pending evaluations on the 'Home' or 'Evaluations' tabs within their Medtrics accounts.

#### Unsatisfactory Clinical Performance

The Instructor of Record will review/investigate a student's performance on a rotation when a concern is raised by the supervisor(s), and/or when the Attending Evaluation of Clerkship Student contains any below expectation marks within the professionalism area, any unsatisfactory written comments, or a total of two or more below average marks on the evaluation. After investigations, the Instructor of Record will determine a final grade for the student.

Professionalism concerns, as well as accolades, will also be referred to the MSUCOM Spartan Committee Clearinghouse for resolution, per MSUCOM's Common Ground Framework for Professional Conduct.

### CORRECTIVE ACTION

If a student does not successfully complete the rotation requirements of the course, the student will receive an NGR (No Grade Reported) grade and be permitted to go through a 'corrective action' process.

The following assignments are eligible for corrective action and will be due no later than 14 days (about 2 weeks) after the last day of the rotation at 11:59pm:

The steps of the 'Corrective Action' process for PED 600 Core Pediatrics are as follows:

Students are responsible for completing all additional requirements set by the hospital/clinic site in which the student is completing the rotation. However, students are not responsible for reporting results of hospital/clinic site requirements to the college.

1. Corrective Action for Online Modules and Conferences

- If you miss your scheduled presentation or fail to register for a presentation, you will be assigned a Case of the Departments choosing.
  - Your report on this case will have to include at least two pages, outlining your differential diagnosis and why you arrived at that conclusion.
  - Your report will have to have at least three cited references.
  - This will be due to our department within one week of it being assigned.
2. Pediatric Pain and Opioid Course, Smiles for Life, Health Maintenance & Sick Child Note, Skills Checklist, Mid-Rotation Feedback need to be done 100% and uploaded by the last day of the rotation.
    - If they are not submitted by 11:59 pm, on the last day of the, an NGR grade will be given. Students will then have until 11:59 pm 14 days (about 2 weeks) after the last day of the rotation to submit the missing assignments.
  3. COMAT Corrective Action is outlined on page 15 of this Syllabus.
  4. The determination of a satisfactory attending evaluation is governed by the College Policy for Retention, Promotion, and Graduation.

The student is responsible for contacting the Course Assistant (on the title page of this syllabus) if they believe missing assignments were reported in error, or if they are unclear about the corrective action process.

While it is the responsibility of the student to ensure that the Attending Evaluation of Clerkship Student is completed, this requirement may extend beyond the corrective action deadline. Additionally, in the event of a failing score earned on the student's first attempt of a COMAT subject exam, the corrective action for the COMAT retake may extend beyond 14 days (about 2 weeks).

If a student **successfully completes** the corrective action process, as determined by the IOR (Instructor of Record), the student will receive credit for the deficient academic grading requirement(s) and be eligible for a change in rotation grade (from NGR to Pass, pending the Attending Evaluation of Clerkship Student and, if applicable, score on his/her COMAT retake).

As determined by the IOR, the student will receive an N grade for the course if all assignments and the corrective action process are **not completed** successfully within 14 days (about 2 weeks) after the last day of rotation at 11:59pm (with the exception of the Attending Evaluation). Additionally, a letter of unprofessional behavior for late submission of assignments will be sent to the MSUCOM Spartan Community Clearinghouse.

### BASE HOSPITAL REQUIREMENTS

Students are responsible for completing all additional requirements set by the hospital/clinical site at which they are completing a rotation. Students are not responsible for reporting to MSUCOM the results of any requirements that exist outside of those listed above.

## **STUDENT RESPONSIBILITIES AND EXPECTATIONS**

During this month, the student is expected to take a proactive approach to learning about the discipline of Pediatrics. Students should make every effort to have an initial orientation session with their attending physician/resident to review goals, objectives, and expectations on both the part of the preceptor and student. During this initial orientation meeting, students should present the preceptor with both a copy of their evaluation form as well as review this syllabus with him or her. Doing so will improve the overall rotational experience in terms of training and evaluation. Students should also have a mid-month evaluation during the rotation to gain formative feedback and adjust as needed based on commentary from the preceptor.

Doing so will encourage active participation and improve summative evaluations that occur at the end of the rotation.

It is expected that the student will meet the following **clinical responsibilities** during this rotation:

- Report to their rotation in a timely fashion, dressed appropriately for each day of work. Be cognizant of any scheduling changes that occur and provide timely communication to the preceptor about excused or unexpected absences.
- Demonstrate an enthusiastic and proactive attitude towards the learning process.
- Treat all staff members, other rotators and patients with respect and demonstrate professional behavior in all interactions.
- Not engage in behaviors that are either unprofessional/unethical, illegal or pose a risk to the patient or practice. If there is a question about something you are asked to do, speak with your precepting physician or (if the person your concern about is the precepting physician) your Student Coordinator and/or Director of Medical Education for your base hospital.
- Complete any, and all, requested responsibilities in a timely fashion and as directed by your precepting physician excepting behaviors mentioned previously.
- The student will represent him/herself, fellow students, and the College in a positive and professional manner.
- The student is expected to function collaboratively on health care teams that include health professionals from other disciplines in the provision of quality, patient-centered care.

It is expected that the student will meet the following **academic responsibilities** during this rotation:

- Complete all College's curricular elements of the rotation as specified in this syllabus in a timely fashion.
- Regularly access and review content provided within Desire2Learn (D2L) during the rotation to support and supplement your active learning process.
- The student is expected to identify, access, interpret and apply medical evidence contained in the scientific literature related to a patient's health problems.
- The student is 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 daily to continuously improve their clinical practice.

### **ATTIRE AND ETIQUETTE**

During your clinical rotation, you will be a part of many different learning environments and will be given a great deal of responsibility. Importantly, most of your patients will consider you a critical member of the medical team and see you as a physician.

Given this, it is vital that an elevated level of professional behavior is maintained. Outward appearance is particularly important in this regard and is critical for initial impressions and for gaining the respect of your patients.

For this reason, please adhere to the following dress code during your clerkship:

- Professional dress is expected.
- Tennis shoes should not be worn, except with scrubs.
- No open toe shoes, flip-flops, or sandals are allowed at any time. Socks are always a public health code requirement.
- Scrubs are provided for situations where extended periods of patient care necessitate more comfortable clothing or a change in clothing. Therefore, scrubs are allowed for 'on-call days' only.

At ALL times when patient contact is expected or anticipated, your waist-length WHITE COAT will be worn. As this policy simply represents general guidelines, we encourage anyone with uncertainties or questions regarding the dress code to reach out to student director for confirmation.

- Wear a waterproof gown when blood or body fluid may soak a cloth gown.
- ALL incidents of exposure to blood or body fluids such as parenteral (needle stick or cut); mucous membranes (splash to eyes, nose, or mouth); cutaneous (contact with blood or body fluids on ungloved hands or other skin surfaces that may be cut, chapped, abraded, or affected by active dermatitis should be reported immediately to attending physician, student director, and MSUCOM (see "Student Exposure Procedure" on page 28 of the syllabus).

## MSU COLLEGE OF OSTEOPATHIC MEDICINE STANDARD POLICIES

The following are standard MSUCOM policies across all Clerkship rotations.

### CLERKSHIP ATTENDANCE POLICY

MSUCOM requires student participation in clerkship rotations and clinical activities with consistent attendance to acquire the skills and knowledge that are necessary for successful program completion. Students are expected to take minimal time off outside of vacation periods built into student schedules and should only request additional time off in the rare events and circumstances outlined below.

Specific courses may have additional absence requirements from this general clerkship policy, and it is the student's responsibility to adhere to those requirements according to the respective course syllabus.

#### Excused Absences

Students must obtain documented approval for any full- or partial-day absence on a rotation.

**Excused absences** require the completion of the *Clerkship Program Excused Absence Request Form* by taking the following steps:

- Obtain appropriate signatures on the *Clerkship Program Excused Absence Request Form* at least 30 days prior to the date of absence. An absence due to a sudden emergency is the exception to the 30-day advanced notice rule.
- Upload the completed *Clerkship Program Excused Absence Request Form* to the 'Excused Absences' folder (within the 'My Personal Documents' section) of a student's Medtrics profile.

**Unexcused absences** are full- or partial-day absences taken without the proper completion of the *Clerkship Program Excused Absence Request Form*, or any absences not covered in the Clerkship Attendance Policy. Unexcused absences are considered unprofessional and will result in a report to the Spartan Community Clearing House and/or the MSUCOM Committee on Student Evaluation (COSE). Unexcused absences may also have a negative impact on a student's rotation grade or evaluation.

**Students are not allowed to be absent from the first day of any rotation.**

- Due to the onboarding plans at most rotation sites, students must attend the first day of every rotation. Students must plan accordingly for personal days, interview days, COMLEX, etc...

**Maximum time off any rotation\***

Length of Rotation	Maximum Number of Days Off	
4 weeks	2 days	Should an absence exceed these limits, the student is responsible for requesting additional days off from the Associate Dean for Clerkship Education via email ( <a href="mailto:COM.Clerkship@msu.edu">COM.Clerkship@msu.edu</a> ) prior to the absence.
2 weeks	0 days	

*\*Exception: A fourth-year student may be absent a total of 4 days on any 4-week rotation or 2 days on any 2-week rotation during the months of October-January for interview purposes only. If interview absences exceed these totals, the student must submit a Clerkship Program Excused Absence Request Form (with appropriate signatures obtained from the rotation attending and rotation site) to the Associate Dean for Clerkship Education via email ([COM.Clerkship@msu.edu](mailto:COM.Clerkship@msu.edu)) prior to the absence.*

Absence Type	Qualifications	Maximum Number of Days Off	Details	Required Approval from Associate Dean for Clerkship Education
Personal Day	May be used at the discretion of the student (example: illness, physician appt., conference time, etc.). <u>Total days off any one rotation (including personal days off)</u> cannot exceed two on any one 4-week rotation.	Five total days per academic year (July-June)	While personal days may be used at the discretion of the student, the <u>total</u> days off any one rotation (including personal days off) cannot exceed two on any one 4-week rotation, i.e., students cannot use all 5 days on one rotation.	No
Jury Duty	Court documentation must accompany the <i>Clerkship Program Absence Request Form</i>	N/A	Jury duty, when obligated, is not considered a personal day absence.	Yes
Hospital-organized community events	Example: Special Olympic Physicals	N/A	These events would be considered part of the rotation and not a personal day absence.	No
Examination	COMLEX USA Level 2 CE/USMLE Step 2 CK/Canadian MCCEE	1 day		No
	COMAT/NBME shelf examinations	Students have the time off to take the examination only	Students should be reporting to rotation before/after examination.	No
Prolonged Illness, Bereavement, Maternity Leave	Medical related absence or bereavement	Determined on a case-by-case basis	Students must contact the Associate Dean for Clerkship Education directly ( <a href="mailto:enright4@msu.edu">enright4@msu.edu</a> ) to discuss time off rotations.	Yes

Clerkship Program Excused Absence Request Forms: Once appropriate approval signatures are obtained, forms must be uploaded to the 'Excused Absences' folder within each student's Medtrics profile. Students should maintain a copy for their records.

## 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. They 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 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, but are not limited to, factors such as:

- The student's demonstrated ability
- The student's 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 that 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.

### MSUCOM STUDENT HANDBOOK

The Student Handbook is published electronically by MSUCOM for students in the Doctor of Osteopathic Medicine program. This handbook does not supersede other Michigan State University or College of Osteopathic Medicine policies, regulations, agreements, or guidelines. The Handbook is updated annually during the summer semester, with changes effective when posted. Any subsequent changes are effective as of the date of issuance.

Students shall adhere to Michigan State University and College of Osteopathic Medicine policies, procedures, agreements, and guidelines. Violations of any regulation are subject to disciplinary action, up to and including program dismissal.

### COMMON GROUND FRAMEWORK FOR PROFESSIONAL CONDUCT

The Common Ground Framework provides the MSUCOM community with a reminder of the unity of mind, body, and spirit that underlines the field of osteopathic medicine. The framework is a set of guiding, foundational principles that underpin professional conduct and integrity and applies to all professionals at work within the shared college community, independent of their specific roles or responsibilities.

This framework is built around the acronym CORE, representing Collaboration, Opportunity, Responsibility, and Expertise. Each domain encompasses values and examples of how they are demonstrated.

- **Collaboration:** Working together with others
  - Interactive: Interact effectively and respectfully with people you encounter; demonstrate honesty, genuineness, humility, and compassion
  - Dynamics and Communication: Demonstrate respect, civility, and courtesy in communication; communicate effectively with diverse individuals and groups for a variety of purposes using available technologies; employ active listening.
  - Use of Feedback: Identify sources of feedback; deliver and receive effective feedback for initiatives, evaluations and assessments, quality improvements, conflict resolution, and peer review.
- **Opportunity:** Encouraging an environment of mutual support
  - Shared Leadership: Exhibit advocacy for self and others; accept situational leadership as needed; establish mutual support and respect; participate as a support for others regardless of title or position.
  - Problem-solving: Recognize and define problems; analyze data; implement solutions; evaluate outcomes; include the perspectives of others



- Decision-making: Fulfill commitments; be accountable for actions and outcomes; discuss and contribute your perspective in group settings; listen to multiple viewpoints prior to making a decision
- **Responsibility:** Supporting a shared culture of accountability
  - Effective Use of Time and Resources: Invest time, energy, and material resources efficiently in order to provide effective services; demonstrate integrity and stewardship of resources.
  - Critical Thinking Skills: Recognize and differentiate facts, illusions, and assumptions; question logically; identify gaps in information and knowledge.
  - Mindfulness and Self-Care: Actively engage in surrounding circumstances and activities; self-assess, self-correct, and self-direct; identify sources of stress and develop effective coping behaviors.
- **Expertise:** Having relevant skills or knowledge
  - Core of Knowledge: Develop core professional knowledge; apply the knowledge in clinical, academic, and administrative settings.
  - Technical Skills: Show competency and proficiency in performing tasks that are integral to the scope and practice of your profession; identify needs and resources for learning; continually see new knowledge and understanding in your profession.

### MEDICAL STUDENT RIGHTS AND RESPONSIBILITIES

The rights and responsibilities of students enrolled in MSUCOM are defined by the medical colleges of Michigan State University, including the College of Osteopathic Medicine, the College of Human Medicine, and the College of Veterinary Medicine. Students enrolled in the professional curricula of these colleges are identified as “medical students.” These colleges collectively define “Medical Student Rights and Responsibilities” (MSRR). This document addresses academic rights and responsibilities, governance, procedures for complaints, due process, and other topics. The current version is available on the MSU Spartan Life website at the address below: <http://splife.studentlife.msu.edu/medical-student-rights-and-responsibilities-mssr>

### MSU EMAIL

To facilitate communication from faculty and staff to students, students are required to have a functioning MSU email address. Students are responsible for checking their MSU email accounts daily and maintaining their MSU mailboxes so that messages can be received.

Forwarding MSU email to another email account or failure to check email are not valid excuses for missing a deadline or other requirements of the clinical education program.

Further, students must use secure email when working in a hospital, clinic, or other health care setting if discussion of patient information is involved. MSUNet (msu.edu) email is secure; many web-based email systems including Hotmail, Gmail, and Yahoo are not.

## COURSE GRADES

**H/Honors** – A grade of honors will be designated to students demonstrating outstanding clinical, professional, and academic performance in certain core rotations. Criteria for achieving honors in a core rotation will be determined by the Instructor of Record and will be listed in the course syllabus. While Honors designation will be awarded to students meeting the criteria in the syllabi of the above courses, Honors is not an official MSU grade. The official MSUCOM transcript will reflect a grade as Pass with an additional notation that the student achieved Honors in the course. The students Medical Student Performance Evaluation will reflect each Honors grade.

**HP/High Pass** – The grade of High Pass will be designated to students who have above average clinical, professional, and academic performance in certain core rotations but do not meet the criteria for Honors. Criteria for High Pass in a core rotation will be determined by the Instructor of Record and will be listed in the course syllabus. While High Pass designation will be awarded to students meeting the criteria in the syllabi of the above courses, High Pass is not an official MSU grade. The official MSUCOM transcript will reflect a grade as Pass with an additional notation that the student achieved High Pass in the course. The student's Medical Student Performance Evaluation will reflect each High Pass grade.

**P/Pass** – means that credit is granted, and that the student achieved a level of performance judged to be satisfactory by the department according to the student's didactic and clinical performance.

**NGR/No Grade Reported** – means that a final grade ('Pass' or 'No Grade') cannot be determined due to one or more missing course requirements. The NGR grade will be changed to a final grade once all the completed course requirements have been submitted to and processed by MSUCOM (either to the department or Clerkship Team). An 'NGR' grade will NOT remain on a student's transcript.

**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 department according to the student's didactic and clinical performance.

### N Grade Policy

Students who fail this rotation will have to repeat the entire rotation and fulfill all (clinical and academic) requirements.

## STUDENT EXPOSURE PROCEDURE

A form has been developed by the University Physician to report incidents of exposure, e.g., needle sticks, mucous membrane exposure, tuberculosis exposure, etc., and it may be found on the Clerkship Medical Education page of the MSUCOM website [here](https://com.msu.edu/current-students/clerkship-medical-education) (<https://com.msu.edu/current-students/clerkship-medical-education>).

Contact Associate Dean for Clerkship Education, Dr. Susan Enright ([enright4@msu.edu](mailto:enright4@msu.edu)), if exposure incident occurs.

### STUDENT VISA

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-RCPD, or on the web at [www.rcpd.msu.edu](http://www.rcpd.msu.edu). Once a student's eligibility for (clinical and/or testing) accommodation(s) are determined, the student may be issued a **Verified Individualized Services and Accommodations** (VISA) form.

Students must present their VISA forms to the Clerkship Team ([COM.Clerkship@msu.edu](mailto:COM.Clerkship@msu.edu)) at the start of the semester in which they intend to use their accommodations (for tests, projects, labs, etc.). Accommodation requests received after the semester onset will be honored whenever possible.

If modifications, updates, or extensions to an existing VISA form are made after the semester begins, it is the responsibility of the student to submit the newest version to the Clerkship Team if he/she intends to utilize the accommodation going forward.

## SUMMARY OF GRADING REQUIREMENTS

Requirement	Submission Method	Honors Designation	High Pass	Pass	No Grade Reported	No Pass
<b>COMAT Examination</b>	<b>Per Clerkship Protocol</b>	<ul style="list-style-type: none"> <li>Score at or above 110 on your first attempt of the COMAT.</li> <li>Must be your first attempt.</li> </ul>	<ul style="list-style-type: none"> <li>Score between 104 and 109 on your first attempt of the COMAT.</li> <li>Must be your first attempt.</li> </ul>	<ul style="list-style-type: none"> <li>Score at or above 83 on your first or second attempt of the COMAT.</li> <li>If you fail to take your exam on the date you are scheduled, you will receive a Zero and have one additional chance to pass this exam.</li> </ul>	Will be the conditional grade until all requirements of this rotation are met.	<ul style="list-style-type: none"> <li>Failure to pass the exam with two attempts.</li> <li>Failure to take the retake in the time given.</li> <li>If you fail to take your exam on the date you are scheduled, and not pass the exam on your second attempt (due to the first attempt being a zero).</li> </ul>
<b>Health Maintenance and Sick Child</b>	<b>Documents need to be uploaded to D2L in the “Health Maintenance and Sick Child Note Dropbox”</b>	Complete and needing no revisions by 11:59 pm the last day of the rotation (Sunday).	Complete and needing no revisions by 11:59 pm the last day of the rotation (Sunday).	Complete and uploaded by 11:59 pm the last day of the rotation (Sunday).	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> <li>Failure to complete and submit within 14 days from the end of the rotation. AND/OR</li> <li>Failure to complete the Corrective Action assigned.</li> </ul>
<b>Mid Rotation Feedback</b>	<b>Documents need to be uploaded to D2L in the “Mid-Rotation Feedback Dropbox”</b>	<ul style="list-style-type: none"> <li>Must be completed (dated) between the end of Week 2 and the third Wednesday of the rotation.</li> <li>Must be uploaded by 11:59 pm the third Sunday of the rotation.</li> </ul>	<ul style="list-style-type: none"> <li>Must be completed between the end of Week 2 and the third Wednesday of the rotation.</li> <li>Must be uploaded by 11:59 pm the third Sunday of the rotation.</li> </ul>	<ul style="list-style-type: none"> <li>Must be completed between the end of Week 2 and the third Wednesday of the rotation.</li> <li>Must be uploaded by 11:59 pm the last day of the rotation (Sunday).</li> </ul>	Will be the conditional grade until all requirements of this rotation are met.	<ul style="list-style-type: none"> <li>Failure to complete and submit within 14 days from the end of the rotation. AND/OR</li> <li>Failure to complete the Corrective Action assigned.</li> </ul>
<b>Pediatric Pain and Opioid Course</b>	<b>Certificate needs to be uploaded to D2L in the “Pediatric Pain and Opioid Dropbox”</b>	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the third Sunday of the rotation.	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the third Sunday of the rotation.	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the last day of the rotation (Sunday).	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> <li>Failure to complete and submit within 14 days from the end of the rotation. AND/OR</li> <li>Failure to complete the Corrective Action assigned.</li> </ul>

Requirement	Submission Method	Honors Designation	High Pass	Pass	No Grade Reported	No Pass
<b>Skills Checklist</b>	<b>Certificate needs to be uploaded to D2L in the “Skills Checklist Dropbox”</b>	Complete, uploaded to D2L dropbox, and needing no revisions by 11:59 pm the last day of the rotation (Sunday).	Complete, uploaded to D2L dropbox, and needing no revisions by 11:59 pm the last day of the rotation (Sunday).	Complete, uploaded to D2L dropbox, and needing no revisions by 11:59 pm the last day of the rotation (Sunday).	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> <li>• Failure to complete and submit within 14 days from the end of the rotation. AND/OR</li> <li>• Failure to complete the Corrective Action assigned.</li> </ul>
<b>Smiles For Life Course</b>	<b>Certificate needs to be uploaded to D2L in the “Smiles for Life Dropbox”</b>	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the third Sunday of the rotation.	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the third Sunday of the rotation.	Must be completed and certificate uploaded to the D2L dropbox by 11:59 pm the last day of the rotation (Sunday).	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> <li>• Failure to complete and submit within 14 days from the end of the rotation. AND/OR</li> <li>• Failure to complete the Corrective Action assigned.</li> </ul>
<b>Zoom Conference</b>	<b>Present your case presentation on your scheduled day.</b>	You will need to present your case at your assigned date and time OR complete Corrective Action.	You will need to present your case at your assigned date and time OR complete Corrective Action.	You will need to present your case at your assigned date and time OR complete Corrective Action.	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> <li>• Failure to complete the Corrective Action assigned within the 14 days from the end of the rotation.</li> </ul>
<b>Attending Evaluation of Clerkship Student</b>	<b>Attendings receive an automated email link connecting them to their assigned evaluation(s) within Medtrics, where they may access and submit the electronic form(s) directly</b>	<ul style="list-style-type: none"> <li>• Receives no “Below Expectations.”</li> <li>• Receives no comments indicating below expectations of performance.</li> </ul>	<ul style="list-style-type: none"> <li>• Receives no “Below Expectations.”</li> <li>• Receives no comments indicating below expectations of performance</li> </ul>	<ul style="list-style-type: none"> <li>• Student may receive “Below Expectations” in up to one (1) subcategory.</li> <li>• Overall categories must receive “Meets Expectations” or “Exceeds Expectations”</li> </ul>	Will be the conditional grade until all requirements of this rotation are met.	<ul style="list-style-type: none"> <li>• Receives two (2) or more “Below Expectations” within the subcategory sections.</li> <li>• Receives comments that indicate below expectations of performance.</li> <li>• See Unsatisfactory Clinical Performance above</li> </ul>
<b>Student Evaluation of Clerkship Rotation</b>	<b>Can be accessed and submitted electronically by students within the dashboard of their Medtrics profiles</b>	Completed 100% by 11:59 pm the last day of the rotation.	Completed 100% by 11:59 pm the last day of the rotation.	Completed 100% by 11:59 pm the last day of the rotation	Will be the conditional grade until all requirements of this rotation are met.	Failure to complete and submit within 14 days from the end of the rotation.



College of Osteopathic Medicine  
MICHIGAN STATE UNIVERSITY

**MID-ROTATION FEEDBACK FORM**

Student Name: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_

Evaluator Signature: \_\_\_\_\_

Date of review with Student: \_\_\_\_\_

- This assessment is based on:
  - My own observations and interactions with the student.
  - Feedback received from other faculty and/or resident supervisors.

- The student is progressing satisfactorily for their level of training:
  - YES
  - NO

If NO, please summarize areas needing improvement below:

- Overall comments on student performance

Strengths:	Areas of Improvement:

- Professionalism expectations are listed below. Please check only areas of student **DIFFICULTY**:

On time for all activities of the rotation	Present/Prepared for all activities of rotation	
Respectful/courteous to patients, staff, peers, attending's	Student is aware of limitations and appropriately seeks assistance when needed	
A great team player (helpful, reliable, proactive)	Accepting of feedback and made necessary changes because of the feedback	
Engaged in learning	Honest and trustworthy	
A good patient advocate	Work ethic	