OST 622
Addiction Medicine

CLERKSHIP ELECTIVE ROTATION SYLLABUS

COLLEGE OF HUMAN MEDICINE – OBSTETRICS, GYNECOLOGY, AND REPRODUCTIVE BIOLOGY
DR. RICHARD LEACH, M.D.
CHAIRPERSON
Richard.Leach@msu.edu

CARA POLAND, M.D.
INSTRUCTOR OF RECORD
polandc2@msu.edu

EFFECTIVE AUGUST 1, 2023 TO JULY 31, 2024

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

Eric Dunckel
COURSE ASSISTANT (CA)
COM.Clerkship@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.
# TABLE OF CONTENTS

## INTRODUCTION AND OVERVIEW

- Elective Course Scheduling ................................................................. 1
  - Preapproval ......................................................................................... 1
  - Required Prerequisites ..................................................................... 1
  - Course Confirmation and Enrollment .............................................. 1
- Rotation Format ................................................................................ 1

## GOALS AND OBJECTIVES

- Goals ............................................................................................... 1
- Objectives .......................................................................................... 2

## COLLEGE PROGRAM OBJECTIVES

- References ........................................................................................... 2

## REQUIRED STUDY RESOURCES

- Required PCSS Links (Listed in Rotation requirements) .................. 2
- eBook Reading Sources ....................................................................... 2

## SUGGESTED STUDY RESOURCES

- Board Style Questions resources ........................................................ 2

## ROTATION REQUIREMENTS

- Certificate Links ................................................................................ 4
- Rotation Evaluations .......................................................................... 4
  - Student Evaluation of Clerkship Rotation ...................................... 4
  - Corrective Action ............................................................................ 4

## STUDENT RESPONSIBILITIES AND EXPECTATIONS

- MSU College of Osteopathic Medicine Standard Policies .......... 5
  - Clerkship Attendance Policy ............................................................. 5
  - Excused Absences ........................................................................... 5
  - Policy for Medical Student Supervision ......................................... 8
  - Supervisors of the Medical Students in the Clinical Setting .......... 8
  - Level of Supervision/Responsibilities ............................................ 8
  - MSUCOM Student Handbook ......................................................... 9
  - Common Ground Framework for Professional Conduct ............ 9
  - Medical Student Rights and Responsibilities ................................ 10
  - MSU Email .................................................................................... 10
  - Course Grades ................................................................................ 11
    - N Grade Policy ........................................................................... 11
  - Student Exposure Procedure .......................................................... 11
STUDENT VISA .......................................................................................................................... 11
SUMMARY OF GRADING REQUIREMENTS ............................................................................. 12
INTRODUCTION AND OVERVIEW
This syllabus provides an overview of rotation goals and objectives designed to help you gain an understanding of the breadth and scope of addiction medicine. As you progress through the rotation, you will perform certain activities intended to help you meet the identified goals and objectives. Please make sure to review this syllabus in its entirety to ensure understanding of the rotation format, syllabus content, and Michigan State University College of Osteopathic Medicine (MSUCOM) expectations.

ELECTIVE COURSE SCHEDULING
Preapproval
- This course does not require preapproval from the IOR. The student should follow the below directions for elective course confirmation and enrollment.

Required Prerequisites
- This course does not require any prerequisite courses.

- Course Confirmation and Enrollment
  - The student must be an active student at MSUCOM.
  - Student must complete five core rotations prior to any elective rotation.
  - The student must receive MSUCOM confirmation and enrollment prior to beginning any elective rotation.
    - Once the student receives rotation acceptance from the host site, students must provide the elective application and host site approval to COM.Clerkship@msu.edu for MSUCOM confirmation and scheduling.
    - MSUCOM confirmation and enrollment is complete when the rotation is visible on the student’s schedule.
    - MSUCOM confirmation must occur at least 30 days in advance of the rotation.
    - Once confirmed, the rotation may only be cancelled 30 days or more in advance of the start date.

ROTATION FORMAT
Addiction Medicine is a 2-week, 3-credit hour course that introduces students to the fundamentals of Addiction Medicine. This course is designed to be completed primarily through independent learning via asynchronous, online learning modules covering the following substances: Opioids, Alcohol, Stimulants, Nicotine, Cannabis, Sedatives, and Club Drugs.

This course may be taken once. This course will not be considered either a medicine or surgical elective, nor an elective completed within the MSUCOM base hospital/SCS system.

GOALS AND OBJECTIVES

GOALS
This course aims to increase knowledge and awareness of substance use disorders (SUDs) along with the basics of diagnosis and medical care of persons with SUDs and substance-related health conditions. This course will provide an overview of the pharmacology and subsequent changes in neurobiology for multiple substances that are frequently misused, as well as symptoms of intoxication and withdraw from these substances. This course will also provide an overview of medication for opioid use disorders (MOU), safer medication prescribing for pain management, and prevention and treatment of overuse disorder of multiple substances.
OBJECTIVES

1. To recognize addiction medicine as a field.
2. To understand the underlying pharmacology of substances of misuse and recognize the symptoms of intoxication and withdrawal.
3. Understand the underlying neurobiology that accompanies addiction, intoxication, and withdrawal of various substances.
4. Discuss medication for opioid use disorders (MOUD), safer medication prescribing for pain management, and prevention and treatment of overuse disorder of multiple substances.
5. To demonstrate competency in being able to prescribe medication for addiction treatment, included obtaining DATA2000 complaint waiver training and education.
6. To manage the treatment of co-occurring substance, use and mental health disorders.

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:

Addiction Medicine

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

Required PCSS Links (Listed in Rotation requirements)

eBook Reading Sources

- Opioid Dependence: A Clinical and Epidemiologic Approach
- The American opioid epidemic: from patient care to public health
- The ASAM principles of addiction medicine
- Opioid Therapy in Infants, Children, and Adolescents
- Clinical manual of youth addictive disorders
- The Stigma of Addiction: An Essential Guide
- Essentials of pain medicine
- Co-occurring mental illness and substance use disorders: a guide to diagnosis and treatment

SUGGESTED STUDY RESOURCES

Board Style Questions resources

- https://libguides.lib.msu.edu/medicalboardexamprep/usmle2
- https://libguides.lib.msu.edu/medicalboardexamprep/usmle3-boards
- https://libguides.lib.msu.edu/medicalboardexamprep/shelf-clerk-match
## ROTATION REQUIREMENTS

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>SUBMISSION METHOD</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate of Completion required for all MI Care Modules (17 Total Modules)</td>
<td>Must receive a passing score of 75% or higher on all 17 MI Care Modules quizzes available on micaresed.org, upload to D2L dropbox labeled MI CARES Modules. The 17 MI Care Modules include: MI CARES Substance Modules (8): UME Opioids, Alcohol, Stimulants, Nicotine, Cannabis, Sedatives, Club Drugs, and Inhalants. MI CARES Other Modules (9): SUDs in the Veteran Population, Toxicology, Psychiatric Comorbidities, Behavioral Addictions, Behavioral Interventions, Epidemiology &amp; Biostatistics, Ethics, Substance Use and the Court System, and Impact of Stigma</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion required for the Clinical Encounters Modules</td>
<td>Uploaded to D2L dropbox labeled Clinical Encounters Modules</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Core Online Curriculum</td>
<td>Upload each certificate of completion (Clearly labeled with the name of each module) to the D2L dropbox labeled “Other Module Certificate Dropbox”</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Overdose Prevention and Naloxone Rescue Kits</td>
<td>Upload each certificate of completion (Clearly labeled with the name of each module) to the D2L dropbox labeled “Other Module Certificate Dropbox”</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Safer Opioid Prescribing for Pain in Adolescents and Young Adults in Outpatient Settings</td>
<td>Upload each certificate of completion (Clearly labeled with the name of each module) to the D2L dropbox labeled “Other Module Certificate Dropbox”</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Safer Opioid Prescribing in the ED</td>
<td>Upload each certificate of completion (Clearly labeled with the name of each module) to the D2L dropbox labeled “Other Module Certificate Dropbox”</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>Certificate of Completion: PCSS Addiction 101</td>
<td>Upload each certificate of completion (Clearly labeled with the name of each module) to the D2L dropbox labeled “Other Module Certificate Dropbox”</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>I am still a Person Workbook (download from D2L)</td>
<td>Students will download and complete the workbook and upload it to the “I am Still A person Workbook Dropbox” in D2L.</td>
<td>Last Day of Rotation</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Student Evaluation of Clerkship Rotation</td>
<td>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.</td>
<td>Last Day of Rotation</td>
</tr>
</tbody>
</table>
CERTIFICATE LINKS

MI CARES enrollment and Modules
Scope of Pain: Core Online Curriculum
Scope of Pain: Overdose prevention and Naloxone Rescue Kits
Scope of Pain: Safer Opioid Prescribing for Pain in Adolescents and Young Adults in Outpatient
Scope of Pain: Safer Opioid Prescribing in the ED
PCSS Addiction 101

ROTATION EVALUATIONS

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 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 attending. 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 grade and be permitted to go through a ‘corrective action’ process.

The steps of the “Corrective Action” process for Addiction Medicine are as follows:

1) The student will be required to contact the IOR and course assistant
2) Pending evaluation of deficiency, the student may still be offered the opportunity to submit all course requirements due, along with an additional requirement, per the discretion of the IOR.
3) If deficiency is deemed egregious, the student will not pass the rotation

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.

If a student successfully completes the corrective action process, as determined by the IOR, 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).
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 after the last day of rotation at 11:59pm. Additionally, a letter of unprofessional behavior for late submission of assignments will be sent to the MSUCOM Spartan Community Clearinghouse.

STUDENT RESPONSIBILITIES AND EXPECTATIONS
This is a virtual rotation. Students are responsible for self-paced learning and timely completion of assignments within the rotation.

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 the 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**

<table>
<thead>
<tr>
<th>Length of Rotation</th>
<th>Maximum Number of Days Off</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 weeks</td>
<td>2 days</td>
<td></td>
</tr>
<tr>
<td>2 weeks</td>
<td>0 days</td>
<td></td>
</tr>
</tbody>
</table>

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

**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 progress 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
o 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
  o 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
  o Critical Thinking Skills: Recognize and differentiate facts, illusions, and assumptions; question logically; identify gaps in information and knowledge
  o 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
  o Core of Knowledge: Develop core professional knowledge; apply the knowledge in clinical, academic, and administrative settings
  o 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-msrr](http://splife.studentlife.msu.edu/medical-student-rights-and-responsibilities-msrr)

### 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

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 need to earn credit in a repeat or replacement elective rotation to fulfill degree program 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).

Contact Associate Dean for Clerkship Education, Dr. Susan Enright (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. 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) 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

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Submission Method</th>
<th>Pass</th>
<th>No Grade Reported</th>
<th>No Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must receive a passing score of 75% or higher on all 17 MI Care Modules quizzes available on micaresed.org, upload to D2L dropbox labeled MI CARES Modules. The 17 MI Cares Modules include: MI CARES Substance Modules (8): UME Opioids, Alcohol, Stimulants, Nicotine, Cannabis, Sedatives, Club Drugs, and Inhalants. MI CARES Other Modules (9): SUDs in the Veteran Population, Toxicology, Psychiatric Comorbidities, Behavioral Addictions, Behavioral Interventions, Epidemiology &amp; Biostatistics, Ethics, Substance Use and the Court System, and Impact of Stigma</td>
<td>D2L</td>
<td>Pass each module quiz will a 75% or above to receive credit.</td>
<td>N/A</td>
<td>Failure to pass each weekly quiz at 75% or above</td>
</tr>
<tr>
<td>Certificate of Completion required for the Clinical Encounters Modules</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Core Online Curriculum</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Overdose Prevention and Naloxone Rescue Kits</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Safer Opioid Prescribing for Pain in Adolescents and Young Adults in Outpatient Settings</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Certificate of Completion: Scope of Pain: Safer Opioid Prescribing in the ED</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Certificate of Completion: PCSS Addiction 101</td>
<td>D2L</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>I am still a Person Workbook (download from D2L)</td>
<td>Students will download and complete the workbook and upload it to the &quot;I am Still A person Workbook Dropbox&quot; in D2L.</td>
<td>Completed 100% and uploaded by 11:59 pm the last day of the rotation</td>
<td>N/A</td>
<td>Failure to submit by the last day of the rotation</td>
</tr>
<tr>
<td>Student Evaluation of Clerkship Rotation</td>
<td>Can be accessed and submitted electronically by students within the dashboard of their Medtrics profiles</td>
<td>Completed 100% by 11:59 pm the last day of the rotation</td>
<td>Will be the conditional grade until all requirements of this rotation are met</td>
<td>Failure to complete and submit within 14 days from the end of the rotation</td>
</tr>
</tbody>
</table>