

**IM 666**  
**EMERGENCY MEDICINE**  
**TOXICOLOGY**

**CLERKSHIP ELECTIVE ROTATION SYLLABUS**

OSTEOPATHIC MEDICAL SPECIALTIES  
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EFFECTIVE AUGUST 1, 2025, TO JULY 31, 2026

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*At Michigan State University College of Osteopathic Medicine (MSUCOM), we are constantly working to improve our curriculum and to meet 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 rotation.*

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**ROTATION REQUIREMENTS**

REQUIREMENT	SUBMISSION METHOD (For submission due dates, refer to table at the end of the syllabus)
Mid Rotation Form	Completed 100% and needing no revisions to the appropriate drop box in D2L
Patient Types and Procedure Log	Upload into D2L Drop Box
Clinical Shift Schedule (must be the schedule you worked, not what you were scheduled to work) and on-site curriculum if provided by site	Online D2L Drop Box
Toxicology Quiz on Objectives listed – must achieve 75%	Online in D2L
Access Emergency Medicine Pretest Self-Assessment and Review -- 34-question Custom Quiz on Poisoning and Overdose – must achieve 70%	Submit score sheet to the D2L drop box
Upload any presentations given at host rotation site •If no presentations given, upload a note saying no presentation to upload	Online D2L Drop Box
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.
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

IM 666 Emergency Medicine Toxicology

REQUIREMENT	SUBMISSION METHOD (For submission due dates, refer to table at the end of the syllabus)
	on the 'Home' or 'Evaluations' tabs within their Medtrics accounts.

## INTRODUCTION AND OVERVIEW

This course is designed to provide the student with an opportunity to actively engage in patient-based learning experiences under the guidance of a faculty member (preceptor) in collaboration, as appropriate, with residents and/or fellows. This syllabus provides an overview of rotation goals and objectives designed to help you gain an understanding of the breadth and scope of Emergency Medicine Toxicology.

This elective is designed for the student completing a formal Toxicology rotation at a site with a poison control center and /or a toxicology fellowship only. There are only a few sites in the country that offer these and the ability to obtain access, and arrange participation and travel is solely dependent on the student. The rotation must be set up at least four months ahead of travel, and the student must obtain college and departmental approval. Learning objectives are minimally defined below, and more formally may be detailed as well by the site that is offering the elective. Students are responsible for any enrollment fees, travel, and lodging expenses.

## ELECTIVE COURSE SCHEDULING

### Preapproval

- This course requires preapproval. The student must contact the IOR/CA via email with the following details of the rotation/rotation site when seeking preapproval:
  - Approvals from the facility where the rotation will occur and Clerkship Team ([COM.Clerkship@msu.edu](mailto:COM.Clerkship@msu.edu)) is required for every elective rotation.
  - The Toxicology rotation requires a supervising faculty member who has experience and daily work in a poison control or toxicology consult service. **As such, scheduling at least 4 months in advance, with a defined curriculum provided for approval is necessary. The CV of the supervising faculty member, the goals and objectives of their rotation, and proposed schedule should be submitted 3 months in advance for approval by the instructor of record.** Upon approval and written confirmation by the Instructor of Record, students will receive confirmation from the Clerkship Office for the course no later than 30 days prior to the rotation.
  - Confirmation of approval from the IOR is to be sent to [COM.Clerkship@msu.edu](mailto:COM.Clerkship@msu.edu) for final clerkship approval and scheduling.

### 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.
- It is the student's responsibility to provide the elective site/rotation acceptance material to the [COM.Clerkship@msu.edu](mailto:COM.Clerkship@msu.edu) for MSU confirmation and scheduling.

- MSUCOM clerkship confirmation is complete when the rotation is visible on the students Medtrics schedule.
- It is the student's responsibility to ensure enrollment prior to beginning any course/rotation.
  - Enrollment will be processed by the MSUCOM Registrar's Office upon clerkship confirmation.
  - Enrollment can be verified by the student by reviewing the Student Information System
- 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

Rotations are typically two weeks, three credit hours or four weeks, six credit hours in duration. Timeframes for each rotation are decided at least 30 days prior to the beginning of the rotation. This rotation is most amenable to the two weeks, three credit hour format.

Rotation schedules ***are not*** to be submitted until the last Friday-Sunday of the rotation. You must document your actual schedule worked. You are required to document any time off for illness, boards, etc. that caused a deviation from the schedule you were provided. ***All rotation days must be accounted for.***

The overall performance of course participants will be evaluated through customary assessment instruments normally employed by the department for core rotations, at the discretion of the instructor of record.

## **GOALS AND OBJECTIVES**

### GOALS

Course participants will:

1. Develop an appreciation of the practice of medicine as related to the specialty of the preceptor.
2. Assimilate what they learn and demonstrate their understanding of patient care through ongoing interaction and dialogue with, as well as formative feedback from, the preceptor.
3. Demonstrate an understanding of the (seven) osteopathic core competencies (as applicable).

### OBJECTIVES

#### **Clinical Skills:**

1. The student should complete a thorough medical history including details of current symptoms, previous issues and management efforts, and risk factors that could impact on the diagnosis or management of their current problem.
2. Perform a focused physical exam with appropriate emphasis on the presenting complaint.
3. Interpret common diagnostic tests utilized in the evaluation of the patient with a toxicology emergency, including lab, EKG, and x-rays.

**Socioeconomic:**

1. Appreciate the psychosocial issues that potentially impact the patient's toxicology disorder or condition (professionalism and sensitivity to schedule disruption and lifestyle modifications for the patient).

**Teaching Methods:**

The student is expected to function as a viable member of the supervising physician's health care team.

Assigned student responsibilities can include:

1. supervised first patient contact in the office or clinic,
2. participation in conducting and the interpretation of diagnostic testing and clinical management.

Evaluation: The student is encouraged to solicit feedback related to his/her clinical performance daily. The student should receive formative performance evaluations at the mid-point and end of the rotation that outlines faculty perceived strengths and weaknesses related to the student's performance that includes recommendations for strengthening his/her performance as warranted.

**Toxicology: Introduction to the Poisoned Patient Objectives**

1. State the basic principles of drug absorption, metabolism, and excretion.
2. State the components of the COMA cocktail.
3. Discuss the use of activated charcoal, including single and multiple doses, and its contraindications.
4. Discuss the use of sorbitol as a laxative and its contraindications.
5. Discuss the use of whole bowel irrigation and its indications.
6. Discuss the concept of half-life and what it means in terms of antidote treatment and monitoring.
7. Discuss the concept of fat soluble, water soluble and first pass effect in the context of an overdose.

**Toxicology: Acetaminophen, Aspirin, Alcohols Objectives**

1. Be able to state the different rates of absorption of various salicylate containing products, and sources of salicylate besides aspirin.
2. Be able to discuss the various stages of salicylate intoxication, and the assorted biochemical derangements that occur with each, including the various acid base disturbances.
3. Know the signs and symptoms of mild, moderate, and severe poisoning with salicylates.
4. Be able to discuss the various modalities used to treat mild, moderate, and severe salicylate poisoning.
5. Know the recommended doses and potentially toxic doses of acetaminophen in adults and children.
6. Be able to recognize the stages of acetaminophen poisoning.
7. Understand the use and limitations of the Rumack - Matthew nomogram in acetaminophen poisoning.
8. Be able to list the metabolic pathways of acetaminophen poisoning.
9. Be able to select appropriate therapy for a patient with an acetaminophen overdose.
10. Be able to diagram and understand the metabolism of ethanol, isopropyl alcohol, methanol, and ethylene glycol.



11. Know the signs and symptoms and timeline for consequences of ingestion of ethanol, isopropyl alcohol, methanol, and ethylene glycol.
12. Know the appropriate use of antidotes and treatment guidelines for ingestion of ethanol, isopropyl alcohol, methanol, and ethylene glycol.

**Toxicology: CNS stimulants: Cocaine, Ecstasy, PCP, Crystal Meth, Bath salts**  
**Objectives:**

1. Be able to list the drugs that are considered stimulants.
2. Understand the use of benzodiazepines in the management of the acutely agitated patient.
3. Be able to list the medications and chemicals that lead to hallucinations.
4. Understand the mechanism of hyponatremia and possible seizures from ecstasy.
5. Be able to discuss cocaine related chest pain.
6. Understand the diagnostic scenario of cannabinoid hyperemesis syndrome.
7. Be able to use the eye signs to help differentiate the various stimulants, especially those causing hallucinations.

**Toxicology: Pediatrics: Pediatric Poisoning (NB) Objectives:** By the end of this module, a 4<sup>th</sup> year medical student will be able to:

1. Identify at least 10 (ten) toxins of which the ingestion of a single pill or a single swallow can be lethal to a pediatric patient less than 2 years of age.

**Readings:** Perform an independent internet search to identify at least 10 'One Pill Can Kill' toxins

## COMPETENCIES

- **Patient Care:** The student will be able to complete an accurate history and physical exam and accurately document the findings, is the patient being evaluated or treated for a poisoning or drug overdose.
- **Medical Knowledge:** The student can demonstrate knowledge of the criteria for diagnosis of poisoning or drug overdose, the typical methods used to encourage ongoing psychiatric care, the likely duration of observation and/or therapy for such conditions.
- **Communication Skills:** The student can effectively present the clinical evaluation of a new patient and /or the clinical progress of a continuing patient, and communicate effectively with patients and clinical support staff, as well as the attending physician.
- **Professionalism:** The student will demonstrate respect for patients, families, co-workers, and work effectively with ancillary staff.
- **Practice Based Learning:** The student will be able to identify and discuss appropriate, evidence-based approaches to assist in the diagnosis and management of clinical problems encountered in their patients.
- **Systems Based Practice:** The student will be able to incorporate a team approach in the management of poisoning/overdose patients.

- **Osteopathic Principles and Practices:** The student should be able to integrate osteopathic principles and treatments in the management of poisoning/overdose patients.

## 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: **IM 666: Emergency Medicine Toxicology**

If you encounter any issues accessing this D2L course, please email the CA (on the title page of this syllabus). It is your responsibility to make sure you have access to the course D2L page on the first day of the course.

Student D2L email addresses must be forwarded to your MSU email account.

### SUGGESTED STUDY RESOURCES

#### Recommended Texts

There is no assigned textbook. Reading assignments are under the purview of the preceptor. In addition, the following are suggested for the modules provided.

**Syllabus material and power point presentation provided in D2L on the general introduction to the poisoned patient.**

Cohen JP, Quan D. Section 15 Chapter 185 Alcohols. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide, 9e*. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine.mhmedical.com/content.aspx?bookid=2353&sectionid=220744565>

Levitan R, Lovecchio F. Section 15, Chapter 189 Salicylates. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide, 9e*. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine.mhmedical.com/content.aspx?bookid=2353&sectionid=220744992>

Sivilotti MA. Section 22 Chapter 115 Aspirin. In: Schafermeyer R, Tenenbein M, Macias CG, Sharieff GQ, Yamamoto LG. eds. *Strange and Schafermeyer's Pediatric Emergency Medicine, 5e*. New York, NY: McGraw-Hill; 2019.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2464&sectionid=196391303>

Hung OL, Nelson LS. Section 15 Chapter 190 Acetaminophen. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide*, 9e. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2353&sectionid=220745053>

Sivilotti MA. Section 22 Chapter 114 Acetaminophen. In: Schafermeyer R, Tenenbein M, Macias CG, Sharieff GQ, Yamamoto LG. eds. *Strange and Schafermeyer's Pediatric Emergency Medicine*, 5e. New York, NY: McGraw-Hill; 2019.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2464&sectionid=196391273>

Stolbach A, Zhong S. Section 9 Chapter 52. Salicylate Overdose. In: Farcy DA, Chiu WC, Flaxman A, Marshall JP. eds. *Critical Care Emergency Medicine*, 2e. New York, NY: McGraw-Hill; 2017.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=1934&sectionid=142837864>

Mycyk MB. Section 10 Chapter 55 Toxic Alcohols. In: Sherman SC, Weber JM, Schindlbeck MA, Rahul G. P. eds. *Clinical Emergency Medicine*, 1e. New York, NY: McGraw-Hill; 2014.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=991&sectionid=55139169>

Prosser JM, Perrone J. Section 15 Chapter 187 Cocaine and Amphetamines. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide*, 9e. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2353&sectionid=220744818>

Garris S, Hughes C. Section 24 Chapter 287 Acute Agitation. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide*, 9e. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2353&sectionid=222326340>

Prybys KM, Hansen KN. Section 15 Chapter 188 Hallucinogens. In: Tintinalli JE, Stapczynski J, Ma O, Yealy DM, Meckler GD, Cline DM. eds. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide*, 9e. New York, NY: McGraw-Hill; 2020.

<https://accessemergencymedicine-mhmedical-com.proxy2.cl.msu.edu/content.aspx?bookid=2353&sectionid=220744899>

Simonetto, Douglas A. et al. Cannabinoid Hyperemesis: A Case Series of 98 Patients. *Mayo Clinic Proceedings*, Volume 87, Issue 2, 114 – 119, 2012

[http://www.mayoclinicproceedings.org/article/S0025-6196\(11\)00026-7/pdf](http://www.mayoclinicproceedings.org/article/S0025-6196(11)00026-7/pdf)

Burnett, LB, Tarabar A, et al. "Cocaine Toxicity", 2024

<http://emedicine.medscape.com/article/813959-overview>

## WEEKLY READINGS/OBJECTIVES/ASSIGNMENTS

### MID ROTATION FEEDBACK FORM

This form is required for this rotation, including both two- and four-week rotations.

Two-week Rotation: This will need to be completed by the Attending or Resident and dated by the 1<sup>st</sup> Friday of the rotation. Students must upload the form to a D2L drop box by 11:59 on the last day (Sunday) of the rotation.

Four-week Rotation: This will need to be completed by the 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 to a D2L drop box by 11:59pm on third Sunday of the clerkship to be eligible to obtain a Pass in the rotation.

### PRESENTATION(S) GIVEN AT HOST SITE

If you give any presentations at the host site, please upload a copy of your presentation to D2L. If you do not give any presentation(s), please upload to D2L a note saying that you do not have any presentation to upload.

## QUIZZES

**“Emergency Medicine Pretest Self-Assessment and Review 5e” create a 34-item Custom Quiz under the following:**

- Access Medicine - Atlas Of Emergency Medicine - Study Tools – Review Questions – Emergency Medicine Pretest Self-Assessment and Review 5e on Poisoning and Overdose  
<https://accessemergencymedicine.mhmedical.com/qa.aspx?groupid=0&categoryid=0&resourceid=3016>
- Select 34 of the 34 questions on Poisoning and Overdose
- **Must achieve a 70% to pass on this 34-item quiz. May take as many 34 item quizzes as needed to achieve this score. Upload the first page score sheet of the results.**

**Toxicology Quiz:** Available to take through D2L; must achieve 75%.

## PROCEDURE LOGS

In D2L under Course Requirements is the IM 666 Patient Types and Procedure Log to be completed during your rotation and uploaded into the corresponding drop box. It is the hope that you have an opportunity to Interpret/review/participate and discuss cases for rotation specific procedures. We understand not all sites experience all the procedures listed. Please seek out and ask to be included where you can.

## 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.Clerkship@msu.edu](mailto:COM.Clerkship@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).

#### 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

There is no corrective action process for failing to pass the academic content of this off-site rotation (i.e., content assigned by the host site). Students who fail to pass the content assigned by the host site will automatically receive an N grade.

The following assignments, which are assigned by MSU, are eligible for corrective action. Students who were not successful on these assignments during the course will receive an NGR grade and permitted to go through a 'corrective action' process. Corrective Action and will be due no later than 14 days after the last day of the rotation at 11:59pm:

- Mid Rotation Feedback Form  
Students that do not successfully complete and upload their mid rotation evaluation by 11:59 pm the third Sunday of the rotation, will be required to email the Course Assistants with an explanation of why they could not submit it ahead of this deadline or why they missed the deadline.

The Course Assistants will contact the Instructor of Record and they will assign the required Corrective Action. Corrective Action may take one of a variety of different formats, and the instructions will be outlined in the email from the Course Assistants with details and deadlines.

- Emergency Medicine Pretest Self-assessment and Review
- Toxicology Quiz: Following the rotation, the student will take a 16-question post-test examination. Materials will come specifically from the objectives list as above, found in access medicine through MSU library. Exam will be found in D2L. A 75% (12 points) is necessary to pass this portion of the rotation. If the student does not pass the exam a remediation exam will be offered one week after the end of rotation. If the student still does not pass, possible further remediation will be determined by chairperson up to and including the assignment of an N Grade.

The student is responsible for contacting the Course Assistants (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.

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, pending the Attending Evaluation of Clerkship Student)

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 (except for 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.

However, if you do not have satisfactory clinical performance on this off-site rotation, you will be assigned an N grade as there is no corrective action for the on-site training.

### COURSE GRADES

All rotation requirements must be completed to determine a grade for the course. Students are required to ensure their rotation requirements are completed and submitted correctly.

**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 or replace with another elective to meet credit hour requirements.

## **STUDENT RESPONSIBILITIES AND EXPECTATIONS**

### ATTIRE AND ETIQUETTE

During your clinical rotation, you will be a part of many different learning environments and will be given 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 a high 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:

- Men should routinely dress in slacks, as well as a shirt with tails tucked in.

- Women should wear skirt or slacks. Skirts should be of a length that reaches the knees or longer.
- No blue jeans are allowed during any rotation.
- 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.
- At ALL times when patient contact is expected or anticipated, your waist-length WHITE COAT will be worn, with your ID badge worn above the waist.
- As this policy simply represents general guidelines, we encourage anyone with uncertainties or questions regarding the dress code to reach out to the student director for confirmation.
- Wear a waterproof gown when blood or body fluid may soak a cloth gown.
- If you accidentally have blood or body fluids splattered on your clothing, at the next convenient time, you should excuse yourself, change into hospital scrubs, and put your contaminated clothing in a separate bag for later laundering.
- If the site where you are rotating has their own dress requirements, please follow them.

## **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 necessary for successful program completion. This policy will define the policy and procedures regarding absences for clerkship activities. [Policy - Clerkship Absence 2025.pdf](#)

### **POLICY FOR MEDICAL STUDENT SUPERVISION**

The MSUCOM curriculum includes required clinical experiences in a variety of clinical learning environments. The Medical Student Supervision Policy outlines all supervision agreements and expectations. [Clerkship Medical Student Supervision Policy.pdf](#)

### **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. <https://osteopathicmedicine.msu.edu/current-students/student-handbook>.

### **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.

<https://osteopathicmedicine.msu.edu/about-us/common-ground-professionalism-initiative>

### 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

MSU email is the official communication from faculty and staff to students and students are responsible for checking it daily and maintaining their MSU email accounts so that messages can be received. Students are responsible for responding to email in a timely manner or as otherwise outlined in course communication.

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 DO program.

Please Note: Student D2L email addresses must be forwarded to your MSU email account.

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. <https://osteopathicmedicine.msu.edu/current-students/student-handbook>.

### DUTY HOURS AND FATIGUE MITIGATION

The accreditation standards for graduate medical education programs include restrictions on the duty hours of residents. Additionally, institutions are expected to promote a clinical learning environment in which duty hours are monitored and strategies exist to mitigate the effects of fatigue. [Clerkship Duty Hours and Fatigue Mitigation Policy.pdf](#)

### STUDENT EXPOSURE PROCEDURE

A protocol 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 here:

<https://osteopathicmedicine.msu.edu/current-students/clerkship-medical-education/injury-and-property-damage-reports>

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

### STUDENT ACCOMMODATION LETTERS

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 an Accommodation Letter. Students must present their letter 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 letter 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

\*For any below information requiring an item be uploaded to D2L, students must ensure it is put into the correct folder within the correct section for their course.

Requirement	Submission Method	Pass	No Grade Reported	No Pass
Mid Rotation Feedback Form	Submit via D2L	<ul style="list-style-type: none"> <li>Completed, scanned, and uploaded to D2L.</li> <li>Must be 100% complete and needing no revisions by:               <ul style="list-style-type: none"> <li>Four-week rotations- 11:59 pm on the 3<sup>rd</sup> Sunday of the rotation.</li> <li>Two-week rotations- Dated by 11:59pm on the 1<sup>st</sup> Friday of the rotation; uploaded by 11:59pm on the last day (Sunday) of the rotation.</li> </ul> </li> </ul>	Will be the conditional grade until all requirements of this rotation are met.	Failure to complete 100% and upload by 14 days after the last day of the rotation at 11:59 pm
Patient Types and Procedure Log	Upload into D2L Drop Box for the course	Submitted by 11:59 pm on the last Sunday of 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 at 11:59 pm
Clinical Shift Schedule (and on-site curriculum if provided by site)	Online D2L Drop Box	Submitted by 11:59 pm on the last Sunday of Rotation. NOT to be submitted before the last Friday of the rotation, and must be the schedule you worked, not what you were scheduled to work	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 at 11:59 pm
Toxicology Quiz on Objectives listed	Online in D2L	<b>Achieve 75%</b> Completed and submitted by 11:59 pm on the last Sunday 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 at 11:59 pm

Requirement	Submission Method	Pass	No Grade Reported	No Pass
34-question Custom Quiz from Access Emergency Medicine Pretest Self-Assessment and Review -- on Poisoning and Overdose	Submit score sheet to the D2L drop box	<b>Achieve 70%</b> Completed and submitted by 11:59 pm on the last Sunday 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 at 11:59 pm
Upload any presentation(s) given at host rotation site •If no presentation given, upload a note saying no presentation to upload	Online D2L Drop Box	Submitted by 11:59 pm on the last Sunday of 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 at 11:59 pm
Attending Evaluation of Clerkship Student	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	<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>
Student Evaluation of Clerkship Rotation	Can be accessed and submitted electronically by students within the dashboard of their Medtrics profiles	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 last day of the rotation



College of Osteopathic Medicine  
MICHIGAN STATE UNIVERSITY

### MID-ROTATION FEEDBACK FORM

Rotation Name: \_\_\_\_\_

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

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

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

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

1. This assessment is based on:

- ☐ My own observations and interactions with the student.  
☐ Feedback received from other faculty and/or resident supervisors.

2. The student is progressing satisfactorily for their level of training:

☐ YES ☐ NO

If NO, please summarize areas needing improvement below:

3. Overall comments on student performance

Strengths:	Areas of Improvement:

4. Please check only areas of student **DIFFICULTY**:

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