

IM 619
READINESS FOR RESIDENCY
A SIMULATION-BASED
COMPETENCY ASSESSMENT

CLERKSHIP ELECTIVE ROTATION SYLLABUS

OSTEOPATHIC MEDICAL SPECIALTIES
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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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INTRODUCTION AND OVERVIEW

Welcome to the Readiness for Residency Course. We think you will find your experience with us a valuable one in preparation for your internship year. Our faculty are trained and skilled in all the techniques you will be instructed in. To the best of our abilities, we will use the Mastery Learning Model of Education, along with simulation and discussion-based formats to help you be successful. Mastery Learning in a nutshell requires skilled facilitators (the faculty); interested and dedicated learners (you, the students); adequate facilities (we are hopeful); and embodies the philosophy that the participant will be successful, but some may take longer than others to get there. We will attempt to do this in the confines of the class time we are allotted. This will require you to study and be prepared for each session, and we do have some further deliberate practice built in for those not quite at the Mastery level when doing the post tests for each item.

This rotation is a balance of procedural and communication skills necessary to navigate the intern year. Some institutions provide maximal guidance and supervision while others are expecting you to have this knowledge and to be able to perform independently because you are now the doctor you wanted to become.

Regardless, it will boost your confidence and competence when you are in charge, making the decisions, performing the communication with patients and their support systems, and performing the procedures, even under supervision.

Attendance: It is expected that all participants will be present and fully engaged every day during the week (Monday through Friday). This syllabus lists the components of the curriculum. An * denotes the items we will attempt to take you to mastery learning level on. There is no other medical school in the country that provides this type of complete educational preparation for internship. Some schools provide 4-6 items for all their students. They however do not have 300 students/class. As far as scheduling goes, all components are required, and due to the time constraints around your upcoming graduation we are hopeful everyone stays healthy and can participate. However, if there is a section that you cannot attend due to a health or family emergency, please let us know and we will do our best to help you make this up. No excused absences will be made for social events.

Course Faculty

Name	Email	Phone	Site
Mary Hughes DO	hughesm@msu.edu	517-353-3211	EL
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OMM #2			
OMM #3			
Psych #1			
Psych #2			
Nik Butki, D.O.	butkinik@msu.edu	517-884-9629	DMC Lead

ELECTIVE COURSE SCHEDULING

Preapproval

- This course does not require preapproval from the IOR. The student should follow the directions below for elective course confirmation and enrollment.
 - This rotation will be conducted in East Lansing only. It is a first come, first serve sign-up rotation that is only open to fourth year MSUCOM students, who will graduate during the year of the course. It is specialty neutral. MSUCOM approval is required for every selective/elective rotation, so please email the Clerkship Team at COM.Clerkship@msu.edu to obtain the necessary approval.
- The course does not count against the limits of 2-week rotations.

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 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

This clerkship elective course consists of two weeks of simulation-based procedure and communication skills that you will find invaluable during your first few months as an intern. Learning to perform well early will obviate the need to retrain bad habits that form without structure to your learning in these areas.

GOALS AND OBJECTIVES

GOALS

1. The primary goal of this elective course is to prepare the fourth-year medical student with communication and procedural skills utilizing the

- simulated environment that will be essential for their intern year, regardless of specialty.
2. Facilitate clinical problem solving.
 3. Promote the acquisition of basic skills necessary to be able to perform the tasks of an intern related to procedures and communication.
 4. Encourage continued development of the student's professional attitude and behavior as it pertains to the healthcare system in total, and patients in particular.
 5. To train and assess the MSUCOM 4th year student against standard entry level milestones, entrustable professional activities and core competencies where appropriate, regarding procedural and communication skill sets important to a successful post graduate year 1 transition. Will provide base information to residency directors and provide a formal assessment of each student participant prior to graduation. See the entire class schedule.
 6. Results to inform various aspects of curriculum leading to this capstone assessment for potential modifications, as necessary.
 7. Results to inform future residency director as to level of proficiency with topics covered.
 8. Faculty goal is to make the MSUCOM student who participates in this course the sought-after candidate for residency.

OBJECTIVES

At the end of IM 619 Readiness for Residency: A competency Based Skills Assessment rotation, in the simulation environment the fourth year MSUCOM student will be able to:

1. Perform an ultrasound guided triple lumen catheter insertion in the IJ vein, stating the indications, contraindications, risks, and benefits, meeting Minimum Passing Standards.
2. With 100% accuracy interpret a post procedure x-ray image following central line placement or intubation tube placement.
3. Perform a lumbar puncture using sterile technique, stating the indications, contraindications, risks, and benefits meeting Minimum Passing Standards.
4. List red flags to performance of OMT on a hospitalized patient.
5. Perform OMT on a hospitalized patient (model to be used, symptom drawn from a hat, based on list of common conditions amenable to OMT in the hospital setting), meeting Minimum Passing Standards.
6. Obtain informed consent from a patient or their power of attorney, meeting Minimum Passing Standards.
7. Establish goals of care, including code status with a patient and/or their family, meeting Minimum Passing Standards.
8. State the differences between comfort care, Hospice Care and Palliative Care
9. Determine who is the Power of Attorney legally.
10. Interpret advanced directives.
11. Interpret cardiac rhythm disturbances with 100% accuracy.

12. Interpret 12 lead ECGs with 100% accuracy for STEMI, serious rhythm disturbances, predictors of risk for sudden death or significant rhythm disturbance.
13. Interpret arterial blood gases given a patient scenario and determine next step.
14. Suture a simple laceration with sterile technique, meeting Minimum Passing Standards.
15. Insert a peripheral IV line with sterile technique, meeting Minimum Passing Standards.
16. Differentiate a tension pneumothorax from tamponade based on clinical scenario, meeting Minimum Passing Standards.
17. Perform needle decompression of a tension pneumothorax, meeting Minimum Passing Standards.
18. Perform an intubation on an adult mannequin, meeting Minimum Passing Standards.
19. Perform an intubation on a pediatric mannequin, meeting Minimum Passing Standards.
20. Perform CPR on an adult mannequin with 100% accuracy.
21. Perform CPR on a pediatric mannequin with 100% accuracy.
22. Place and utilize an AED with 100% accuracy.
23. Insert an oropharyngeal airway and use a bag valve mask for ventilation, meeting Minimum Passing Standards.
24. Insert a nasopharyngeal airway and use a bag valve mask for ventilation, meeting Minimum Passing Standards.
25. Manage a resuscitation from beginning to end, using correct rhythm identification, correct algorithms with correct therapies, closed loop communication and accurate documentation, meeting Minimum Passing Standards.
26. Deliver bad news meeting Minimum Passing Standards.
27. Correctly document a procedure note based on a simulation video.
28. Document interactions with other medical professionals regarding patient care including turnovers.
29. Complete the State of MI mandatory reporter form for child or elder abuse/neglect from a case- based scenario with 100% accuracy.
30. Perform ultrasound on a fellow participant completing the HI-MAP images (Heart, IVC, Morrison's pouch and FAST, Aorta, Pneumothorax).
31. Answer nurse calls over the phone using closed loop communication, medical knowledge appropriate for scenario, and document the order on a computer, meeting Minimum Passing Standards.
32. Write admissions orders based on a recorded History and Physical exam meeting Minimum Passing Standards
33. Recertify BLS meeting AHA standards.
34. Recertify ACLS meeting AHA standards.

Topic Content Areas:

1. Hospital based procedures including laceration repair, central line insertion with ultrasound guidance, peripheral intravenous line insertion, lumbar puncture, intubation of adult and pediatric mannequins, insertion of foley

catheter in male and female mannequin, performance of OMT in a hospitalized patient or on a patient with low back pain without red flags, needle decompression of tension pneumothorax, performing an ultrasound exam such as the HMAP exam.

Correctly interpreting EKGs and cardiac rhythm strips. Correctly interpret radiographs appropriate for procedural follow up. Correctly interpret an arterial blood gas given a patient scenario. Documentation of procedure notes. Recertification of Basic and Advanced Cardiac Life Support.

2. Communication skills: Patient related: obtaining and documenting consent for procedures or examinations, assessing and interpreting power of attorney and advanced directive forms, discussion of healthy lifestyle modifications with patients. Delivery of Bad News to patients and their significant others. Death notification. Establishing goals of care.
3. Communication Skills – Inter-professional related: Turnover and Handoff communication formats, answering nurse calls for patient management, managing conflict in the chart, handling a scenario of who to talk to when things go bad.
4. Personal Safety: where to turn when you suffer a needle stick – with particular attention to personal risk of not reporting. Describing what immunizations and testing you need to pay attention to for your personal safety and health.

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: **Readiness for Residency A Simulation Based Competency**

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.

ROTATION REQUIREMENTS

REQUIREMENT	SUBMISSION METHOD	DUE DATE Please refer to D2L for actual (month/day) due dates
Module Quizzes given in class	Taken in-person in class	Date given – results will be posted to D2L within 48 hours
Evaluations of Each Session to provide feedback to instructors for course improvements	To Be Determined	Preferably nightly upon completion of a topic (will be announced in class)
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: 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. Students can also access pending evaluations on the 'Home' or 'Evaluations' tabs within their Medtrics accounts.	Last Day of Rotation

WEEKLY READINGS/OBJECTIVES/ASSIGNMENTS

For the didactic portions of this course standard references will be used. All content will be on D2L and will be listed with links where appropriate to facilitate your speed in acquisition of study materials.

These are all available through MSU Libraries Access Emergency Medicine or Access Medicine with your login or created by the faculty and then will be accessed through D2L. All items necessary will be linked in the D2L course site.

Create an account in Access Emergency Medicine if you have not done so yet and use for this rotation. This will be invaluable as you move forward. There are also sites for Access Medicine, Surgery, Anesthesia

- Access EM directions
- On the MSU Libraries main page: *Quick Links*, click on *Electronic Resources*
- Under *E-resources*, click on *Texts and Links*
- Under *Texts and Links*, you can search for Access Emergency Medicine.
- Clicking on that will then take you to the MSU NetID login site and then you can get access.
- Other readings as per each module.

You will also need a current Basic Life Support for Healthcare Provider Book from the American Heart Association (should have from course 2 years ago).

You will also need a current Advanced Cardiac Life Support Book from the American Heart Association (should have from course 2 years ago).

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. 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 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 after the last day of the rotation at 11:59pm:

- The student will be required to attend additional sessions specific to the content missed or not mastered by the end of the two weeks until satisfactory. Schedule will be mutually agreed upon by student and involved faculty.

If the student completes the corrective action successfully (as determined by the Instructor of Record), he or she will receive credit for successfully completing the grading requirement in question, regardless of whether it is at the mastery level or not.

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.

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.

STUDENT RESPONSIBILITIES AND EXPECTATIONS

- The student **will** meet the following **academic responsibilities** during this rotation:
 - Students are expected to: assess their personal learning needs specific to this academic rotation, engage in deliberate, independent, and guided learning activities to address their gaps in knowledge, skills, or attitudes; and solicit feedback and use it on a daily basis to continuously improve their procedural and communication.
 - Students are expected to: Treat all equipment and simulation staff with respect, and full ownership for the success of the elective. With active participation and ownership, it will be a maximal learning experience.
 - Students are expected to: Give professional and hopefully useful feedback on areas to improve and areas to leave as is regarding each module of the 2-week elective course.

Meeting or not meeting the above responsibilities will be used by the instructors of record in the determination of the final grade in the course (See “Corrective Action Process for Deficient Academic Requirements” Below).

To successfully complete this rotation, you must do **ALL** the following:

- Show up on time and prepared to participate. This will be an intensive experience and you will be practicing at home, and on down time during the day when others are being evaluated in some instances. **You will need to sign in daily and stay for the entire day for each of the 10 days.**
- Vacation may not be scheduled during this rotation.
- Always maintain professional appearance and behavior. You must achieve a satisfactory level on the direct observation rating form. Ratings of unsatisfactory in

any category will be reviewed with you by a member of the MSU/COM Readiness for Residency faculty with a specific plan for remediation to be decided on a case-by-case basis.

- All written work must be original and completed on an individual basis. Although it may be expeditious to copy someone's notes on a patient the real learning and confidence comes from trying and doing it yourself.

All students who fail to complete all modules, whether completely successful or not, will receive an individual action plan to improve their performance, and if the student is unsuccessful, they will be noted as such on the final summary evaluation. The Mastery Learning Model of Curriculum presumes all students will be able to achieve the set goals and objectives to Mastery Level, and as such it would be unlikely that a student would receive an N grade unless they are disrespectful, or otherwise unprofessional. An N grade will result in a meeting with the Committee on Student Evaluation and may delay your graduation date.

Although it is recognized that rotation evaluations are not under the complete control of the student, it is still the responsibility of the student to assure their timely completion. Evaluations will be completed on a rolling basis when any topic is completed to obtain individualized topic information that will be used to guide further enhancements in this elective course. Your honest feedback will be most welcome. In addition, we would like to have your honest feedback regarding the content and delivery for each module. These will be submitted on the same day they are requested. It is our intention.

ATTIRE AND ETIQUETTE

- As this is a laboratory class in which there are no patients it is acceptable to come in blue jeans (without holes), or other semi-casual attire. Please dress in khaki type pants and a minimum of a polo when we are going to be interacting with standardized patients. **Name tags must be always worn, and above the waist so we can more easily learn your names.** Clean scrubs are acceptable as well.
- Sharps: After using suture trays, central line trays, LP trays please get in the habit of putting all the parts to the kit back together. This is somewhat artificial as you will be responsible for removing all sharps and disposing of them safely when you are doing these same procedures on a patient. However, it will facilitate station turnaround while the faculty are completing your rubrics.
- Equipment: You will need to bring the suture set that you purchased while a second-year student. Also bring outdated or open but not used packets of suture from your hospital. The surgery and OB departments are often happy to save opened but not used suture for students to use for practice. Ask at your institution. In addition, if there are opened procedure kits in which the majority of the kit is not used, please ask to have the leftover pieces for this simulation class. We can usually make a few kits out of the leftovers. I.e.,

sometimes a catheter drops on the floor, so they open a new kit and only take out the catheter. We would be happy to have the rest of the kit. Some hospitals save these for their simulation labs so do not take without asking. Also, would love to have you bring printed off rhythm strips and 12 lead EKGs that are abnormal.

- Serving as a model for labs: During the ultrasound lab and OMM lab you will be expected to serve as a model for your fellow students. Dress as appropriate for OMM lab for each experience and you will be fine. Please bring a towel to wipe off the gel as well. This will keep us from sharing germs.

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. [Clerkship-Absence-Policy.pdf \(msu.edu\)](#)

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.

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.

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), if exposure incident occurs.

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 have to repeat the entire rotation and fulfill all (clinical and academic) requirements.

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. 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) 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

Requirement	Submission Method	Pass	No Grade Reported	No Pass
Module Quizzes given in class	Taken in person during class	<ul style="list-style-type: none"> Date given results will be posted in D2L within 48 hours 	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
Evaluations of Each Session to provide	To Be Determined	<ul style="list-style-type: none"> Preferably nightly upon completion of a topic (will be announced in class) 	Will be the conditional grade until all requirements of this rotation are met	
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"> Student may receive "Below Expectations" in up to one (1) subcategory. Overall categories must receive "Meets Expectations" or "Exceeds Expectations" 	Will be the conditional grade until all requirements of this rotation are met	<ul style="list-style-type: none"> Receives two (2) or more "Below Expectations" within the subcategory sections. Receives comments that indicate below expectations of performance. See Unsatisfactory Clinical Performance above
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 end of the rotation