



SURGERY REQUIRED CLERKSHIP
CRN and Section Number: TBA
Exact Schedule/Location: TBA

Course Identifier:	SURG 703	Number of Credit Hours:	15
Type of Clerkship:	X Clinical	<input type="checkbox"/> Non-clinical / Research	<input type="checkbox"/> Basic Science
Clerkship Site(s): Location	UTMC, Toledo and Flower Hospitals, St. Joseph's, Riverside, Community Hospitals and Private Practice Offices, Adrian, MI, St. Luke's Hospital		
Faculty Teachers:	Various Preceptors		
Length of Clerkship:	8 weeks /offered every 8 weeks		
Blocks Available:	All	Number of Students per Block:	45
Prerequisites:	Successful completion of years 1 and 2 in medical school.		
Course Website:	https://www.utoledo.edu/med/depts/surgery/students.html		



CONTACT INFORMATION

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Catalog/Course Description

The surgery student's clerkship consists of a 8-week program with 2 rotations. The first two days include an extensive orientation with core general surgery didactics, operating room scrub sessions, suture lab, and workshops. 4 weeks of the rotation will consist of general surgery at The University of Toledo's Health Science Campus, The Toledo Hospital, Adrian, Riverside Methodist in Columbus, St. Joseph's Mercy in Ann Arbor, Michigan, St. Luke's and various AHEC sites. Three weeks of the rotation may include a surgery subspecialty consisting of Cardiothoracic Surgery, Neurosurgery, Plastic Surgery, Urology, and Orthopedic Surgery. We also include Trauma, Surgical Critical Care, Vascular Surgery, Colorectal Surgery and Pediatric Surgery rotations. The objective of the clinical rotation is to learn surgical concepts and management skills.

At the end of the rotation students will participate in a surgery OSCE demonstrating their skills they have learned. On the same day students will be given a comprehensive quiz on the materials presented during the clerkship.

The last day of the rotation includes the Surgery NBME.

Rotation Overview

Each student is assigned to a surgical service under the direction of attending surgeons and resident staff. It is important that you integrate yourself into the service and make the most of the opportunity to learn clinical surgery. You are expected to acquire practical skills as well as knowledge in basic techniques of pre and postoperative evaluation and management. You will assist in management and treatment procedures performed on your assigned patients. It is important to balance the time spent with management of patients and that devoted to conferences and outside reading. After you have been assigned a new patient, your history and physical examination should be completed as promptly as possible and placed in the chart within a few hours of admission.

While you may be intimately involved with your assigned patients, we urge you to become familiar with as many of the other patients as possible.

Included in this syllabus is a list of technical procedures and clinical experience that you are expected to perform or observe during your rotations.

Student Learning Outcomes

Core Competencies	Clerkship Objective At the end of the Surgery Required Clerkship the student will be able to:	Instructional method	Outcome measure
PC1, IPC1	1. Interview patients collecting pertinent data concerning the patients' presenting problems	Patient Care in Outpatient and Inpatient Settings	Clinical Competency Evaluation OSCE
MK1, MK4, PC1, PC6, PBL2	2. Perform a complete or focused physical examination as appropriate and distinguish normal from abnormal findings	Patient Care in Outpatient and Inpatient Settings, Abdominal Exam Workshop	Clinical Competency Evaluation OSCE
MK1, MK4, MK6, MK7, PC6, PC7	3. Synthesize information to develop a reasonable differential diagnosis and be prepared to present to preceptor	Patient Care in Outpatient and Inpatient Settings Professor Conference Medical Student Conference	Clinical Competency Evaluation NBME Subject Exam OSCE
MK1, MK4, MK6, MK7, PC1, PC6, PC7	4. Following an assessment of all assigned patients, students will describe the chief problems and a plan for treatment.	Patient Care in Outpatient and Inpatient Settings	Clinical Competency Evaluations
MK1, MK4, MK6, MK7, PC1	5. Prepare a complete H & P for a new patient admitted to the service and chart the results.	Patient Care in Outpatient and Inpatient Settings	Clinical Competency Evaluations
MK1, MK4, MK6, MK7, PC1	6. Periodically re-evaluate patients' status including interpretation of new history and physical exam findings	Patient Care in Outpatient and Inpatient Settings	Clinical Competency Evaluations
MK1, MK4, MK6, MK7, PC1, PBL2	7. Accurately prepare case reports based on patient encounters and research into the primary diagnoses	Patient Care in Outpatient Settings and Inpatient Settings Professor Conference	Clinical Competency Evaluations
MK4, PC6, PC7	8. Use and interpret laboratory and radiographic tests used in diagnosing common disease	Patient Care in Outpatient and Inpatient Settings, Didactics Professor Conf. and Med Stud. Conf.	Clinical Competency Evaluations NBME Subject Exam OSCE
MK6, PC6, PC7	9. Assess appropriate pain management and make recommendations for changes in treatment	Patient Care in Outpatient and Inpatient Settings Didactics	Clinical Competency Evaluations
MK1, MK4, MK5, MK6, MK7, PC8	10. Recognize and manage situations related to common diseases that are potential emergencies	Patient Care in Outpatient and Inpatient Settings, Didactics Medical Student Conference	Clinical Competency Evaluations NBME Subject Exam
MK2, MK3, MK8, PC2, PC4, PB1	11. Identify ethical problems which arise in patient treatment and care	Didactics, Professor Conf.	Ethics Consultation Note (written assignment)
IPC3, MK-8, PC2, PC4, PB1	12. Use ethical principles to reach a resolution in a presented case	Didactics, Professor Conf.	Ethics Consultation Note (written assignment)
MK1, MK2, MK3, MK7, MK8, PB1, PC2, PC4,	13. Apply knowledge of ethical principles to prepare a Clinical Ethics Case Consultation.	Didactics, Prof. Conf	Ethics Consultation Note (written assignment)
MK2, MK3, MK5, MK7, PB1, PC3, PC4, SBP4	14. Recognize how race, culture and/or spirituality may influence choice of treatment and health care decision-making.	Didactics	Ethics Consultation Note (written assignment)
PB1, PB2, PB3	15. All students participating on this clerkship will meet or exceed the institutional standards for professional behaviors.	Patient Care in Outpatient and Inpatient Settings	Clinical Competency Evaluations
MK1, MK4, MK5, MK7	16. Describe the fundamentals of basic science (eg., anatomy) as applied to clinical surgery	Didactics, Medical Student Conference, Professor Conf.	Clinical Competency Evaluations NBME Subject Exam
MK1, MK4, MK6, MK7	17. Describe alterations of structures and function for surgical diseases	Didactics, Medical Student Conference, Professor Conf.	Clinical Competency Evaluations NBME Subject Exam
PC5	18. Demonstrate the ability to participate in surgical procedures respecting sterile technique and universal precautions	OR Scrub Session and Skills Lab	Clinical Competency Evaluation and Faculty observation at skills lab

Prerequisites and Corequisites

Successful passing of USMLE Step 1. Successful completion of Years 1&2 in medical school.

Texts and Ancillary Materials

Essentials of General Surgery, P.F. Lawrence, 5th ed., Baltimore, Williams & Wilkins, 2006

Essentials of Surgical Specialties, P.F. Lawrence, 3rd ed., Baltimore, Williams & Wilkins, 2007

Other Suggested Readings:

Current Diagnosis & Treatment, Surgery, Doherty, Norwalk, CT, Appleton & Lange

Surgical Recall, Blackbourne, Lippincott, Williams & Wilkins, Baltimore, MD,

Surgery; A Competency Based Companion, Mann, Saunders/Elsevier, Philadelphia, PA

Surgery: Pretest Self-Assessment and Review, Schwartz, New York, McGraw-Hill

Sabiston Textbook of Surgery, Townsend, Beauchamp, Evers, Maddox

Surgery; A Case Based Clinical Review, Christian de Virgilio

Online Resources

Blackboard

UTMC Distance and E learning website that offers all of The Department of Surgery didactic lecture notes for your review, including subspecialty notes.

Academic Intranet

UTMC student website offers instructional videos pertaining to the required procedures for The Department of Surgery. Look under the Curriculum List/College of Medicine, Third and Fourth Year/Clinical Skills.

American College of Surgeons

The American College of Surgeons is a scientific and educational association of surgeons that was founded in 1913 to improve the quality of care for the surgical patient by setting high standards for surgical education and practice.

The Cochrane Database

The Cochrane Collaboration is an international not-for-profit organization, providing up-to-date information about the effects of healthcare.

Website

New website devoted to the rich resources which support surgery:

libguides.utoledo.edu/surgery

Access Medicine – direct link

<https://go.openathens.net/redirector/utoledo.edu?url=http%3A%2F%2Faccessmedicine.mhmedical.com%2F>

Anatomy and Physiology Revealed – direct link

<https://go.openathens.net/redirector/utoledo.edu?url=http%3A%2F%2Faccessphysiotherapy.mhmedical.com>

Clerkship Clinical Activities and Content

You are expected to attend rounds each morning at the time designated by your attending or resident physician. Students should be prepared to present their patients on rounds with the attending and should be aware of the result of recent tests, etc.

A professional approach is expected of all members of the surgical team. Your dress and conduct should conform to departmental standards and should lend dignity to the health care process. Your interactions with the nursing and ancillary staff should reflect an attitude of mutual respect and cooperation in the conjoint effort of providing the best possible care for your patients. You will assist in management and treatment procedures performed on your assigned patients. You are expected to acquire practical skills as well as knowledge in basic pre and post-operative evaluation and management. The surgical attending staff and resident staff are committed to the teaching of medical students. However, the initiative of the medical student will be a major determining factor as to how much is ultimately gained from the clerkship.

Progress notes on your patients should be entered dependent upon the service and preceptor. Progress notes should be made whenever anything significant occurs to your patient. Your progress note should be a brief, succinct and meaningful record of your patient's status. It is important for the student to be closely involved with the patient's progress throughout the hospital stay. Remember that charts are medico-legal documents.

Course Schedule/Conference Schedule:

The first two days of orientation are devoted to lectures, workshops, and skills labs. The lecture schedule encompasses basic science and general surgery topics. There are additional resources, such as subspecialty topic lectures located on Blackboard for your personal review. You will not have clinical duties during orientation. Attendance at every lecture and educational activity is mandatory.

Several teaching conferences are held each week at all hospitals. These include Morbidity/Mortality Conference (Quality Improvement), Grand Rounds, and Medical Student Video Conference.

Quality Improvement/M&M Conference, Grand Rounds and Journal Club

Held on Wednesdays at 7am at UTMC and Toledo Hospital. Professional attire is expected at this conference. Professional attire (shirt and tie for males) along with your student white coats are mandated (**scrubs are not permitted**). These are highly encouraged conferences. The topic and location will be sent in your weekly reminders.

Medical Student Conference

Certain Wednesdays (schedule in orientation power point and on Blackboard) at 3:00 p.m. will be Medical Student Video Conference on Blackboard Collaborate. This conference is a case-based discussion on topics included in the mandatory ACS student curriculum. On Wednesdays at 3 pm there will be a monitored discussion with a Q&A session with one of our faculty members on the assigned topic. Please review the information on the ACS website prior to the given topic presentation.

Overnight Call

In-house call is optional, but highly encouraged. All overnight call is taken at Toledo Hospital with the overnight resident and assigned faculty. Overnight call is from 6pm-6am. **You must stay at the hospital during the entirety of your call night.** If you would like to participate in overnight call please sign up by emailing Claudia and she will keep an updated calendar on Blackboard and her office door. We can allow for two students on call per night. No more than 2 calls per each 4 week block. There are sleep rooms in the Legacy for call students if it is not busy. In addition, please do not sign up for call on days before important exams/functions and/or the day before a new rotation. We cannot allow two students on the same service on call the same day. You are obligated to your service (including conferences) until noon post call day unless your service excuses you early, however you are expected to leave by noon and are excused from all activities post call after noon. Our call is general surgery call regardless the rotation you are on. You may sign up for service call with your specialty rotation instead if you prefer. When reporting for general surgery call you must report to the general surgery resident on call and the senior night float. All call will be verified and reported to the residents, therefore if you sign up for call and do not take it there will be penalty, but you may cancel with sufficient notice or “swap.” We need to accurately represent you if you are considered post call. A professional behavior report will be filed for “post call” students that did not take their call. AHEC, Riverside, and St. Joes call follow our general guidelines. Overnight call is a good experience and can be a prime educational benefactor. In addition, a lot of very interesting things happen at that time.

Required Clinical Experiences

To help learners achieve these educational course objectives, requirements for both patient type (diagnostic category) and students’ level of involvement have been established. These clinical experiences will be complimented by assigned readings and didactic sessions related to diagnosis and management of patients in each category.

During this clerkship, students are required to recognize symptoms that may signify disease in the following categories, distinguish normal from abnormal findings on physical exam, formulate a differential diagnosis based on signs and symptoms, use and interpret common tests used in diagnosing disease and develop a systematic approach to management of these common diseases. This provides the core of the surgery experience. All categories are required and considered essential as part of an introduction to surgery. Patients are seen in both inpatient and ambulatory settings. Students must log all patient encounters and logs will be monitored to ensure adequate experience.

Diagnostic category	Number of Patients to be seen	Comments/Explanation
General Surgery	2	Includes biliary, hernia, liver, pancreas, spleen and breast
Alimentary tract and GI	2	Includes rectal, esophagus, large intestine, small intestine, stomach
Acute Surgical Issues and Trauma	2	Any emergent case that requires immediate intervention and/or trauma patient work up.
The following categories may be encountered during the 3-week selective rotation.		
Endocrine		
Genito-urinary		
Gynecology		
Head/neck		
Neurosurgery		
Ophthalmology		
Organ transplant		
Orthopedics		
Otolaryngology		
Pediatric		
Plastic		
Skin/soft tissue		
Thoracic		
Urology		
Vascular		

Level of involvement:

In addition to seeing patients in the diagnostic categories listed above, how the students are engaged in the encounter is also an important factor in helping students achieve the objectives for this clerkship. Level of involvement is likely to include various types of interaction with patients and the health care team and should be monitored to ensure a complete experience. Levels of involvement will be indicated for logged patient encounters. The logs will be reviewed mid-block to ensure that students have a range of experiences in both in-patient and/or out-patient settings.

Level of involvement during patient encounters will be logged using the following categories. The 5 levels of involvement below that are marked with an asterisk have to be met for the case to count towards requirements, with the exception of OR patient type. OR cases only require 1 level of involvement below

- Observed patient interview
- Independently gathered history information*
- Observed physical/mental status exam
- Independently performed physical/mental status exam*
- Presented patient case*
- Wrote patient note
- Opportunity to discuss lab or test results
- Opportunity to offer and discuss differential diagnosis*
- Opportunity to offer and discuss management options*
- Provided patient education or counseling
- Faculty observed pertinent physical exam
- Observed procedure (when entering procedure)
- Performed procedure (must be performed to meet requirements when entering procedure)

The following procedures will be encountered during the clerkship. The numbers reflect the minimum number required for the clerkship:

Procedures	Number of patients to be seen	Comments/Explanation
Foley catheter insertion	1	Verification signature required by Nurse, PA, resident or faculty member
Focused History	1	Verification signature required by resident or faculty
Abdominal Exam	1	Verification signature required by faculty

Students are given a card for tracking required procedures and H&P. Upon completion of the clerkship students must present signed documentation that he or she has completed one Foley catheter on a male or female patient, obtain a focused history on a patient and present it to a resident or an attending (faculty member) and obtain one abdominal exam **witnessed by an attending**. The Foleys may be verified/witnessed by a nurse, PA resident or attending. **You are also required to log these procedures into the logging system.** Students are also asked to track other procedures they may observe or perform. Failure to complete the required number of procedures will result in a grade of Incomplete until documentation of procedures is completed. (Refer to Surgery Clerkship Objectives). This card must be uploaded onto Blackboard/Required Forms/Procedure Card.

Students will have several opportunities to obtain these procedures while on their clerkship. Some suggested sites are as follows; reporting to the Emergency Department, Operating Room, Pre-Operative Department and Endoscopy suite. You will have practice time in the Simulation Center.

2 departmental points are given for successful completion of procedure requirement by the end of the clerkship.

Required Ethics Consultation Note

During the clerkship students will be required to write a brief summary outlining a clinical scenario that you have encountered on the service with an ethical consideration, which identifies the ethical aspect to be considered in patient management. This report will be reviewed and critiqued by an attending physician and may require further study and revisions. 2 departmental points are given for the required ethics paper. Failure to complete by the deadline may result in a deduction of points. The requirements for this paper are displayed below:

- *Paper should be 1-2 pages in length, typed, and double spaced
- *Describe the clinical scenario
- *Describe the ethical consideration in this case
- *Identify the ethical issues involved using appropriate terminology
- *Identify the primary decision maker
- *Briefly discuss your thinking regarding the values in conflict based on the information you have about the case
- *Describe additional information relevant to the case that you would ideally want to have to help you make your decision.
- *Describe the options for resolving the problem
- *Which option do you recommend, i.e., which would be the best/worst option and your reasons for making this recommendation
- *Which option was chosen and the outcome if possible.
- *Make sure your name is on the actual paper not just in the email

Examples would include informed consent issues (risks of surgery vs medical management), patient compliance issues (taking medications, follow up visits, postoperative instruction on diet and smoking), religious beliefs and surgery, refusal of treatment, disagreements among family members or with the physician. **Please do not include the patient's name or physician's name.**

Ethics papers will be submitted on Blackboard under Required Forms/Ethics Paper. **This is a required report and failure to complete the report will result in an Incomplete until the report is submitted, reviewed, and corrected (if necessary).**

Required American College of Surgeons (ACS) Medical Student Core Curriculum

The American College of Surgeons and the Association for Surgical Education have collaborated to develop an online resource for medical students to address the competency-based surgical cognitive skills needed by all medical students, not just those pursuing surgery. Students will need to create a free account using the link below. Students are required to take the online course and complete all of the readings and videos in order to pass the Surgery Clerkship. The Medical Student Videoconferences are case based discussions presented by one of our faculty members on these topics and are used to supplement the material. All of the topics are required and they include:

Abdominal Pain	Non Healing Wounds
Abdominal Wall and Groin Masses	Nutrition
Acid-Base Balance	Perianal Problems
Breast Problems	Perioperative Care
Fluids and Electrolytes	Postoperative Care
GI Hemorrhage	Shock
IA and Retroperitoneal Masses	Skin and Soft Tissue Lesions
Jaundice	Trauma 1-Initial Trauma Evaluation
Non-Cardiac Chest Pain and SOB	Trauma II-Dx and Tx options
Vomiting, Diarrhea, and Constipation	Communication of Bad News
End of Life Issues	Endocrine Disease
Informed Consent	

Link: <https://www.facs.org/education/program/core-curriculum>

Mid-Clerkship Feedback

All students are entitled to formative feedback regarding their performance and knowledge base on each rotation. To help assist in the process we have developed a tool to aid in obtaining consistent feedback. On Blackboard there is a Mid-Rotation Formative Feedback Form that you will need to have completed after the first week of each rotation by an attending or resident. There is a self-assessment for you to complete and an assessment for an evaluator to complete. You will need to turn one in before the end of each 4-week block. You will upload these into Blackboard. This is mandatory and will account for 1 point of your departmental score. Both forms must be completed and uploaded into Blackboard before the end of each 4-week block. Uploaded under Blackboard/Required Forms/Midterm Form 1 and 2.

Failure to do so will result in an Incomplete for the rotation and loss of the departmental point. This will help you gain the feedback necessary to improve during the clerkship and help provide the director with some insight on your progress for your overall midterm review.

In addition to this we do conduct a midterm review half-way through the clerkship. The clerkship director will go through midterm forms, evaluations, and your logs. She will hold a meeting if you are falling behind. She generally likes you to have 1/3 procedures completed along with some required diagnostic categories met (depending on your rotations) and will check your educational assigned hours logs. You will be notified if a meeting is required. Failure to meet on assigned date will result in a Professional Behavior Report.

Clerkship Grading

Your clerkship grade will consist of 3 components:

Overall Grade	1. CCE profile	2. NBME (PERCENTILE based on National NBME average from the previous year)	3. Departmental Education Program Points (20)
Fail	Fail PC**	< 5%	< 11
Defer	Pass/High Pass/Honors	≥5 th	< 11
	Pass/High Pass/Honors	<5 th	≥ 11
	Pass/High Pass/Honors	<5 th	< 11
	Fail (PROF*) OR (PBLI or IPCS) ***	≥5 th	≥ 11
Pass	Pass	≥5 th	≥ 11
High Pass	Honors/Pass	≥ 55 th	≥ 11
	High Pass	≥5 th	≥ 11
	Honors****	≥5 th	≥ 11
Honors	Honors	≥ 55 th	≥ 17

PROF = Professionalism; PC = Patient care; PBLI = Practice Based Learning and Improvement; IPCS = Interpersonal Communication Skills

* Remediation through OSA/conduct and ethics committee

** Repeat clerkship

*** Remediation determined by Clerkship Director

**** **High Pass (with Clinical Excellence)**– will be distinguished on the MSPE on the end of clerkship narrative

PLEASE READ FOLLOWING SECTIONS FOR ADDITIONAL INFORMATION!

1. Clinical Competency Evaluation (CCE) performance

- a. Weighting of preceptor evaluations – the weight of each preceptor evaluation will be determined by the amount time (direct contact hours) a student has with each preceptor:

Direct Contact Hours	Weight
Extensive (>40 hours)	X16
Substantial (11 to 40 hours)	X8
Moderate (5 to 10 hours)	X4
Limited (1 to 4 hours)	X2
No Contact (<1 hour)	0

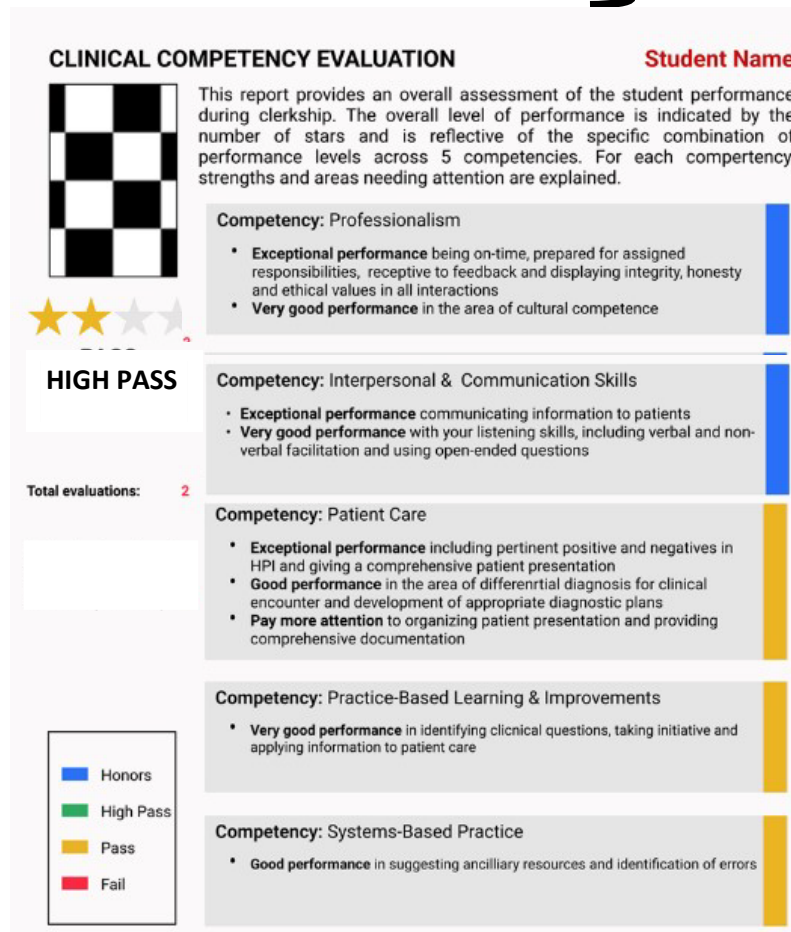
- b. Your CCE grade will be based on your performance in each of the 5 competencies.
- i. **To qualify for CCE honors a student must have HONORS IN PROFESSIONALISM.**
 - ii. If the professionalism grade is HP or Pass, the highest CCE grade that can be assigned is HP.

Competency Grades for Patient Care, Interpersonal Communication Skills, Systems Based Practice, and Practice Based Learning and Improvement	PROFESSIONALISM		
	HONORS	HIGH PASS	PASS
4H	H	HP	HP
3H+1HP+0P	H	HP	HP
3H+0HP+1P	H	HP	HP
2H+2HP+0P	H	HP	HP
2H+1HP+1P	H	HP	HP
2H+0HP+2P	HP	HP	HP
1H+3HP+0P	HP	HP	HP
1H+2HP+1P	HP	HP	HP
1H+1HP+2P	HP	HP	P
1H+0HP+3P	HP	HP	P
0H+4HP+0P	HP	HP	HP
0H+3HP+1P	HP	HP	HP
0H+2HP+2P	HP	HP	P
0H+1HP+3P	HP	HP	P
0H+0HP+4P	P	P	P

c. Example: if the following grades are assigned for each competency:

- i. Professionalism = HONORS
- ii. Interpersonal Communication Skills = HONORS
- iii. Patient care = PASS
- iv. Systems Based Practice = PASS
- v. Practice Based Learning & Improvement = PASS

CCE GRADE = HIGH PASS
Professionalism = HONORS
1H + 3P



d. **High Pass with Clinical Excellence** – Students who receive a CCE grade of HONORS but do not meet requirements for an overall clerkship grade of honors, a special designation will be noted in the final MSPE narrative that will highlight the student’s clinical performance:

“Student X’s overall grade for the XX clerkship is High Pass. Of note, this student performed at the honors level in his/her clinical performance.”

- e. Fail in one competency for assessment of clinical performance will result in the following
 - i. If a student fails Professionalism, Practice Based Learning and Improvement, or Interpersonal and Communication Skills, a grade of DEFER will be assigned and REMEDIATION will be required. Once the remediation is successfully completed, the student’s transcript grade will be changed to a PASS.
 - ii. If a student fails Patient Care, a grade of FAIL will be assigned, and the clerkship must be REPEATED in its entirety.
 - iii. The lowest grade possible for the systems-based practice competency is a pass.

2. NBME subject exam

- a. Honors: ≥ 55 %tile
- b. HP/P: 5-54 %tile
- c. Fail < 5 %tile*

* Students must achieve the 5th percentile on the NBME subject examination to successfully complete the clerkship. Failure to achieve the 5th percentile will require the student to retake the subject examination and a grade of DEFER will be assigned. A second attempt on the NBME subject examination must be completed within one year from the first attempt. If the student achieves the 5th percentile or higher on the second attempt a grade of PASS will be assigned. PASS is the highest grade that can be achieved after a DEFER grade. If a student fails the NBME exam on a second attempt, then the final grade is FAIL and the clerkship must be repeated.

3. Departmental educational program (20 points total)

- a. Honors: ≥ 17
- b. HP/P : 11-16
- c. Fail < 11 points

Point distribution – 15 of the 20 points will be for OSCE performance.

1. There will **2 OSCE cases**

- a. Each case will be worth 7.5 points with points distributed as follows:
 - i. Communication skills = 20%
 - ii. History/Physical exam = 40%
 - iii. Write up = 40%

- b. A student must score at least 70% on the OSCE (combined points at least 10.5) to pass the OSCE and the departmental education program category. If the student does not meet this threshold, the clerkship grade will be entered as a DEFER until the OSCE is successfully remediated. After successful remediation, the highest grade that a student can receive for the departmental points is a PASS.

2. 5 points – discipline specific activities

- 3. A minimum of 11 total points must be achieved in the Departmental Education Program. If a student does not meet the minimum threshold a grade of DEFER will be assigned until remediation is completed. PASS is the highest grade that can be achieved after a DEFER grade.

Surgery Departmental Scoring:

OSCE=15 points

The Department of Surgery will administer an Objective Structured Clinical Examination. This offers the opportunity to demonstrate some of the skills and abilities learned during the clerkship. The examination will consist of two 25-minute H&P sessions with write up.

Quiz=3 points

A multiple choice quiz will be administered on the topics included in the Aquifer/Wise MD cases assigned and the Wednesday videoconference cases. These are all topics that will be included in your NBME.

Ethics Paper=1 point

All students are required to write an Ethics Paper (description in syllabus and above). If the ethics paper is submitted on time and is considered acceptable by the evaluator you will receive the full point value. If the Ethics Paper is turned in late or not at all points will be deducted and an Incomplete will be assigned. If the paper is written extremely poorly points may be deducted. Loaded to Blackboard when complete.

Requirements=1 point

All requirements below need to be met on time. By midnight of the night of your NBME. If not met an Incomplete for the course will be assigned until acquired and the point will be forfeited.

Aquifer/WiseMD Case Completion

All students are required to complete all portions (questions are optional but highly encouraged) of the required WiseMD cases assigned by the end of the clerkship. They are due midnight of your assigned NBME. Cases include: Anorectal Disease, Appendicitis, Bowel Obstruction, Breast Cancer, Cholecystitis, Colon Cancer, Diverticulitis, Inguinal Hernia, Pancreatitis, Skin Cancer, Trauma Resuscitation, Venous Thromboembolism. Skills: Best Practices, Surgical Instruments. If not completed by the end of the rotation an Incomplete will be assigned along with point loss.

Link: <https://aquifer.org/resources-tools/sign-wise-md-wise-oncall/>

Case Logs

Case logs, including educational assigned hours for every week including orientation days and the last week, procedures, patients along with diagnostic category requirements need to be logged on a regular basis and in a timely fashion. Logs need to be complete and consistently updated to receive full credit for case logs. This means no 14 day notice of non completion of logs and all hours logs must be completed for every week including orientation week. If logs are incomplete by the end of the clerkship or if notices are received of inconsistent updates points will be deducted and an Incomplete grade assigned until logs are completed. Students should log patients they worked up in the clinic, on rounds, preop and from the OR.

Diagnostic Category Requirement

Diagnostic category requirements must be met (and logged) by the end of the clerkship to receive full credit. Points may be deducted for late submission of logs/requirements or failure to obtain the required categories. In addition, a grade of incomplete will be assigned. Should you find that you are lacking in cases it is your responsibility to bring it to the coordinator's attention in a timely fashion for advice.

Procedure and H&P Requirement

Procedure and H&P requirements must be met (and logged) by the end of the clerkship to receive full credit. This includes submission of your green procedure card with verification signature (upload to Blackboard) and case log completion. Failure to submit your procedure card, or complete logs, or meet procedure requirements by the end of the clerkship will result in point deduction and grade of Incomplete.

Mid-Rotation Formative Feedback Forms

All students must turn in (upload to Blackboard) a Mid-Rotation Formative Feedback Form signed by an attending or resident they worked with before the end of each rotation. Failure to do so will result in an Incomplete for the course along with point loss

Academic Policies

Students are responsible for following the UT policies, which can be located here:

http://www.utoledo.edu/policies/academic/college_of_medicine/ this link includes, but is not limited to:

COMLS Policy Supervision of Medical Students

Excerpts from policy:

When performing any procedures or clinical activity which poses *any* risk to patient safety, students must be *directly* supervised by a faculty member or resident or fellow at the hospital or other clinical facility.

In certain clinical situations, Advanced Practice Providers (APP) such as Physician Assistants, Nurse Practitioners and Midwives may provide supervision, if noted to be within their scope of practice.

***Direct** Observation/Supervision: the observing/supervising physician is physically present with the student and patient.

****Indirect** Observation/Supervision: Once student assessed to be appropriate for indirect supervision, direct observation/supervision remains immediately available--the supervising physician is either physically within the hospital or other site of patient care or is immediately available by a reliable and rapid method of communication to provide direct observation.

Clerkship Excused Absences

Students must submit an absence request form to the Clerkship Coordinator for all absences.

Unexcused absences may result in a Professional Behavior Report.

Policy:

[Excused Absences from Required Academic Activities in the M.D. Program - 3364-81-17](#)

Learning Environment & Faculty Development

If there is a faculty or staff member who has demonstrated outstanding professionalism and contributed to your learning environment or has detracted from your experience, complete the Learning Environment Assessment and Event Report. This report is accessible from an icon in this course Black Board home page or you can go directly to the site at <http://utmc.utoledo.edu/learningenvironment> All responses are anonymous. If you indicate that the event is of a serious nature and warrants immediate follow up, you will receive a prompt to enter a contact name and phone number.

Professionalism:

Students and physicians should maintain the highest standards of professional and have a number of professional responsibilities that they are obligated to uphold. Breach of a professionalism standard will result in a professionalism behavior report based on the institutional policy. Policy:

[3364-81-04-017-02 - Professionalism and Related Standards of Conduct for MD Students](#)

Conflict of Interest-Separation of Roles

The health professionals who provide sensitive medical and healthcare services to medical students will have no involvement in the academic, professionalism, or disciplinary evaluation, promotion, or dismissal of students receiving those services. If you are comfortable you may work with the provider, however they may not evaluate you. Inform the Coordinator of any such relationships with the department prior the start of the clerkship. Policy:

[3364-81-04-016-05 - Separation of Roles to Assure Confidentiality in the Provision of Health and Counseling Services to Medical Students and Absence](#)

Assigned Education Hours

To ensure that there is an appropriate balance of assigned educational activities and self-directed learning, students' scheduled activities should:

- o Not exceed 80 hours per week, with no more than 30 consecutive hours,
- o Have at least 24 consecutive hours (1 day) of non-scheduled time per week.
- o Notify the clerkship coordinator if they are approaching 70 hrs/week.

https://www.utoledo.edu/policies/academic/college_of_medicine/pdfs/3364-81-04-004-00%20%20Assined%20education%20hours%20for%20medical%20students%20during%20clinical%20clerkships.pdf

University Policies

Policy Statement on Non-Discrimination on the Basis of Disability (ADA)*The University is an equal opportunity educational institution. Please read [The University's Policy Statement on Nondiscrimination on the Basis of Disability Americans with Disability Act Compliance.](#) Students can find this policy along with other university policies listed by audience on the [University Policy webpage](#) (<http://www.utoledo.edu/policies/audience.html/#students>).

Academic Accommodations

The University of Toledo embraces the inclusion of students with disabilities. We are committed to ensuring equal opportunity and seamless access for full participation in all courses. For students who have an Accommodations Memo from the Office of Accessibility and Disability Resources, I invite you to correspond with me as soon as possible so that we can communicate confidentially about implementing accommodations in this course.

For students who have not established accommodations with the Office of Accessibility and Disability Resources and are experiencing disability access barriers or are interested in a referral to health care resources for a potential disability, please connect with the office by calling 419.530.4981 or sending an email to StudentDisability@utoledo.edu.

Academic and Support Services

Please follow this link to view a comprehensive list of [Student Academic and Support Services](http://www.utoledo.edu/studentaffairs/departments.html) (http://www.utoledo.edu/studentaffairs/departments.html) available to you as a student

Safety and Health Services for UT students

Please use the following link to view a comprehensive list [Campus Health and Safety Services](#) available to you as a student.

Inclusive Classroom Statement

In this class, we will work together to develop a learning community that is inclusive and respectful. Our diversity may be reflected by differences in race, culture, age, religion, sexual orientation, gender identity/expression, socioeconomic background, and a myriad of other social identities and life experiences. We will encourage and appreciate expressions of different ideas, opinions, and beliefs so that conversations and interactions that could potentially be divisive turn, instead, into opportunities for intellectual and personal development.

Blood Borne Pathogen Exposure Protocols

Policy: http://www.utoledo.edu/policies/academic/college_of_medicine/pdfs/3364-81-04-016-04.pdf

In the event of blood or body fluid exposure:

In the event of exposure to blood or body fluids, you should immediately:

- Excuse yourself and decontaminate (wash with soap and water) the exposed site immediately:

- Report to your immediate supervisor (Attending/Fellow/Resident physician)
- Get to care without delay for immediate treatment -If at University of Toledo Medical Center- go to the Emergency Department and identify yourself as a Medical Student. University of Toledo Occupational Health (419 383 5598) is located in the Emergency Department -If at an outside facility (For away rotations/ global health elective/ Medical missions) follow the host institutional policy if known or go to the Emergency department
- Follow up after immediate treatment
- 1--Regardless of where the initial care is received it is responsibility of the exposed student to bring in medical records for follow up care at Student Wellness Center (419 383 3745) to avoid delays in treatment.
- 2--A follow up visit should be scheduled to review the results of baseline testing, provide additional counseling and support and assess medication side effects, compliance and provide additional medication if applicable
- 3-Notify office of student affairs-and fill out the Student Accident and Injury report-if not done already
- 4-Office of student affairs will contact office of disability as deemed necessary
- Payment -At the University of Toledo Medical Center Occupational Health: -all charges will be waived

-Outside facility:

- If the hospital does not cover the cost then the University of Toledo College of Medicine will cover the student's out-of-pocket costs up to a maximum of \$ 1000.
- Student Wellness Center for follow up care: - any additional testing cost will be borne by the student.
- Questions:-Director of Student Health – Student Wellness Center 419-383-3745 -Associate Dean for Student affairs and Admissions- 419-383-6088

Institutional Classroom Attendance Policy (SUMMER and OTHER POTs [CON, MED, LAW, ETC.] Statement)

Please be aware that the university has implemented an attendance policy, which requires faculty to verify student participation in every class a student is registered at the start of each new semester/course. If you have not attended/participated in class (completed any course activities or assignments) within this period, I am required by federal law to report you as having not attended class. This date varies by the part of term, in which your course started, these dates can be found here: <https://www.utoledo.edu/offices/provost/mandatory-attendance-tracking.html>. Unfortunately, not attending/participating in class impacts your eligibility to receive financial aid, so it is VERY important that you attend class and complete course work early. Please contact me as soon as possible to discuss options and/or possible accommodations if you have any difficulty completing assignments.