

**Community Health Alliance II Elective (CHII FM9569)
Summer/Fall/Spring 2019-2020
Tulsa-area Community Sites
2019-2020 Academic Year
Clock Hours: 80**

COURSE FACULTY

Course Director: Jeanne Hayes MD, MPH
Title: Assistant Dean of Academic Services
E-mail: Jeanne-Hayes@ouhsc.edu
Office: 2A23
Office Hours: By Appointment
Telephone: 918-660-3413

Course Coordinator:
Title: Curriculum Coordinator
Email: Liz-Kollaja@ouhsc.edu
Office: 1C54
Telephone: 918-660-3178

COURSE DESCRIPTION

This is a course for Medical Students who seek to better the healthcare system through volunteer efforts. The University of Oklahoma Community Health Alliance course exposes students to challenges in providing healthcare with limited resources and develops more compassionate and empathetic students.

PREREQUISITE(S)

1. To be eligible to enroll in OUCHA II, students must have completed and documented 25 Bedlam Sessions of the course requirements prior to enrolling for the OUCHA II elective during the fall of their fourth year of medical school.
2. An hour's check for graduation will be conducted and sent to Student Services in the fall semester of the fourth year to ensure students have accrued enough hours to earn credit in OUCHA II.
3. Students will enroll when scheduling their fourth year spring semester.
4. By enrolling in OUCHA II you are committing to completion of all course requirements prior to the end of the two week period for which you are enrolled. Students may only enroll in OUCHA II during the months of March, April, or May of their fourth year.
5. Failure to complete course requirements in a scheduled course may result in delay of graduation.
6. If a student suspects they will be unable to complete the course requirements after enrolling in OUCHA II, they must contact Student Services prior to February 1 of their fourth year to amend their schedule. This is crucial for obtaining all credits required for graduation from the OU College of Medicine.
7. An additional hour's check will be conducted in the spring of fourth year to verify that all course requirements have been completed by students who have enrolled in the Community Health Courses.

COURSE OBJECTIVES

EPO	Course Objective
3. Communication: Students will be able to...	
3a. Use effective listening, observational, and communication techniques with patients and families in routine and cross-cultural settings	3a1: Assist in the care of medically underserved populations, identify factors that may diminish quality of care (e.g., poverty, low health literacy, discrimination) and seek to mitigate the influences of those factors.
4. Professionalism: Students will be able to...	
4a. Demonstrate honesty, compassion, and responsiveness to patient needs	4a1: Demonstrate humanistic qualities – honesty, respect, empathy, courtesy, altruism and caring – when interacting with patients and families.
6. Practice-Based Learning: Students will be able to...	
6c. Describe and apply the fundamental principles of community medicine.	<p>6c1: Develop caring and empathetic relationships with patients from a diversity of backgrounds.</p> <p>6c2: Identify and become familiar with the services of a minimum of three organizations offering health care to Tulsa’s underserved populations.</p> <p>6c3: Appreciate the needs of Tulsa’s underserved populations and be conversant with ways of providing assistance</p> <p>6c4: Be able to present a short talk for recruitment of students to health professions in general and the School of Community medicine specifically</p> <p>6c5: Work with community agencies to improve the patients’ healthcare experience.</p>

Educational Program Objectives:

The overall Educational Program Objectives for the University of Oklahoma College of Medicine can be found online at:

<https://www.oumedicine.com/college-of-medicine/information-about/college-catalog/medical-school-curriculum/educational-program-objectives>

CONDUCT OF THE COURSE

Instruction Mode

- Independent/Directed Study: Instructors interact with students through a flexible format.

Correspondence: Instructors interact with students through mail or electronic interface according to a typically self-paced schedule.

Required Materials

- None

Assignments

Students may choose between the two following assignments for completion of the course—only one of the two needs to be completed for the course.

- **Reflection Paper**

- This paper must be electronically submitted to the Course Director by the final day of your elective time period.
- Reflection papers must coincide with the following format:
 - Please include student name, student ID number, and date.
 - Double-space the essay and use one inch margins.
 - Content must include 500-1000 words.
- The Reflection Paper content should address how volunteer experiences affected them as well as how the medical school curriculum tied to their experiences and role as a medical student.
- Topic examples include:
 - Attitudes toward the underserved
 - Comprehension of challenges facing clinicians and patients with limited resources
 - Development of clinical skills
 - Education
 - Future commitment to serve
- This paper must not be similar to the paper presented for Bedlam Reflection

Note:

- These projects cannot be used for credit in other courses including MPH courses.
- To get credit for participation in the elective, you must describe how your participation in the OUCHA experience helped you:
 - Understand the challenges facing caregivers that provide services to the underserved;
 - Enhance your knowledge/skills in the context of the medical school curriculum;
 - Prepare for your role as a medical professional and citizen

- **Special Project**

- Must be pre-approved by the Course Director.
- Must be utilized and implemented before the end of the two week period for which you are enrolled during fourth year.
- Goal of project is to provide knowledge, resources, and experience, which will be used to provide better care for the underserved.
- Must be unique and innovative.
- 3-5 academic resource citations.
- Address the need for this project in community.
- Examples: Development of DM education curriculum for clinics, STD curriculum for adolescents at clinics/schools, outcomes-based research on why/how student clinic experience is valuable.

Note:

- These projects cannot be used for credit in other courses including MPH courses.
- To get credit for participation in the elective, you must describe how your participation in the OUCHA experience helped you:
 - Understand the challenges facing caregivers that provide services to the underserved;
 - Enhance your knowledge/skills in the context of the medical school curriculum;
 - Prepare for your role as a medical professional and citizen

Examinations

- None

METHOD OF EVALUATION AND GRADING

- Course is pass/fail.

GRADING POLICY

Activity	Grading
Completion of Required Hours	Pass/Fail
Completion of Necessary Paperwork	Pass/Fail
Professionalism	Pass/Fail

Satisfactory/Unsatisfactory

- Satisfactory: Students must score at least 69.5% to receive a “Pass”.
- Unsatisfactory: Students scoring less than 69.5% will receive a “Fail”.

Consequences of a “Fail”

College of Medicine Policy 413 will be followed if a student earns an “Unsatisfactory” in the course.

http://hippocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=413

For students who take a reevaluation exam:

You must contact the instructor to establish a date for the reevaluation exam, which must be taken before July 1 of the summer term after you complete this course. The reevaluation exam is a single opportunity to remediate the course: previous course grades do not apply. If you earn a score of 69.5% or higher on the reevaluation exam, you will receive a remediated letter grade of “Pass”. The highest percentage grade you will receive for the course is a 69.5%. If your remediated score is below 69.5%, then Policy 413 will be applied.

COURSE MATERIALS

Recommended: None

Optional: None

Online Resources

- Desire 2 Learn:
<https://learn.ouhsc.edu/>
- MediaSite Lecture Recordings
<https://mediasite.ouhsc.edu/Mediasite/Login>
- Respondus Lockdown Browser
<https://learn.ouhsc.edu/>
Click on “LockDown Browser” link at the top of the banner
- MedHub:
<https://ouhsc.medhub.com/index.mh>
- Hippocrates:
<http://hippocrates.ouhsc.edu>

COURSE OUTLINE

Competition of OUCHA II requires **25 Bedlam Sessions**. Hours previously counted for OUCHA I may not be included in the 25 sessions for OUCHA II.

Student Evaluation of the Course

Course evaluations will be conducted using an online evaluation system. Students will receive an email with a link to complete a course and faculty lecturer survey.

We read your feedback and value your input regarding the course. We use your feedback to help maintain course strengths and refine areas of improvement. Please evaluate the course thoughtfully and constructively.

Preparation Requirements

Students are responsible for all assigned readings and materials, whether discussed in class or not (including any written or verbal updates, all lecture material, case studies, independent study, other information provided, etc.). All assignments are for the date listed, not the following class period.

Dress Code

Professional dress is expected unless the specific site has other requirements.

COLLEGE OF MEDICINE POLICIES, PROCEDURES AND SERVICES

This syllabus is intended as a guide for this course. Dates, assignments, and evaluation are subject to revision by the instructor. Any such revisions will be announced in advance.

The section below has been approved by the Academic Program Council (APC) and is not amenable to modification.

COM Policies via the Hippocrates website.

<https://hippocrates.ouhsc.edu/policy/>

Student Handbook via Admissions & Records website.

<http://ouhsc.edu/admissions>

Faculty Handbook via Hippocrates website under “General College Operations”.

<https://hippocrates.ouhsc.edu/policy/>

Links for other information and services, etc. provided below.

Academic Appeals

This policy outlines the procedure to request a hearing for appeals related to evaluation in a course, thesis or dissertation defense, general or comprehensive exam. It also outlines the appeal process for a suspension or dismissal or under the Student Professional Behavior in an Academic Program Policy, and the appeal of decisions resulting in dismissal, expulsion, or suspension from a program. The sole basis for an academic appeal is an alleged prejudiced or capricious evaluation or decision. **Policy and procedure details are in Appendix C of the Faculty Handbook.**

Academic Misconduct Code

The code describes academic misconduct as acts intended to improperly affect the evaluation of a student’s academic performance or achievement and includes but is not limited to acts such

as cheating, plagiarism, fabrication, fraud, destruction, bribery or intimidation, assisting others in any act proscribed by this Code, or attempting to engage in such acts. **The policy and procedures related to academic misconduct are detailed in the Academic Misconduct Code found in Appendix C of the Faculty Handbook at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf**

Academic Support Services

Further details can be found via the Student Affairs website

- Career Advising & Mentoring Program (CAMP)
- Peer Assisted Learning (PAL)
- **Resume & Career Management via <https://ouhsc.optimalresume.com/>**

Accommodation on the Basis of Disability

The University of Oklahoma is committed to the goal of achieving equal educational opportunity and full participation for students with disabilities. Accommodations on the basis of disability are available by contacting the Disability Resource Center (DRC) by email at drc@ou.edu. or by calling (405) 325-3852 or Voice or (405) 325-4173/TDD. Information on policies and registration with the Disability Resource Center may be found on the DRC website at: www.ou.edu/drc. Students requesting accommodations related to work in a course must contact the DRC as soon as possible; accommodations are not made retroactively.

Attendance

Further details can be found via the College of Medicine Policy #306: Absences

You are required to follow all attendance policies including College of Medicine Policy 306. https://hippocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=306

Clinical Supervision & Required Clinical Experiences

Further details can be found via the College of Medicine Policy #410: Clinical Supervision of Medical Students

Clinical supervision is an oversight activity provided by a supervising practitioner to a student in a clinical setting. Supervision may be provided by physicians or other health care providers.

Copyright Policy

This syllabus and all related course material are protected under US Copyright Law and may not be further disseminated in any form or format without the prior explicit written consent of the faculty member. Failure to comply with this provision may subject the student to disciplinary action and/or state or federal action.

Computer Policy

Further details can be found via the OUHSC IT website

Students using their own laptop for clinic must meet the laptop requirements set forth by the College of Medicine which can be found at:

<https://www.oumedicine.com/college-of-medicine/information-for/current-students/computer-requirements-technical-support>

Course Drop/University Withdrawal

The student is responsible to submit required University paperwork before the deadlines shown in the Academic Calendar online at <http://ouhsc.edu/admissions>. Missed homework and examination grades will be entered as a grade of zero if a student fails to formally drop the course or withdraw from the University.

Distance Learning Notification: In a Distance Learning Classroom (DLC), a student’s voice, physical presence, materials, and participation in classroom activities may be transmitted to distance learning sites and videotaped or digitally captured. DLC video/digital archives are used internally by the University for educational and informational purposes.

Educational Program Objectives

The Educational Program Objectives for the University of Oklahoma College of Medicine can be found online at: <https://hippocrates.ouhsc.edu/portaldocs/OU%20COM%20EPOs.pdf>

Educational Program Objectives of the MD Program					
The University of Oklahoma College of Medicine					
Approved by MEC 04/05/2018					
The following competency-based Educational Program Objectives guide the planning, delivery, and evaluation of the College of Medicine core undergraduate medical education program. Students are expected to demonstrate competency in each of these areas prior to graduation.					
1. Medical Knowledge	2. Patient Care	3. Communication	4. Professionalism	5. Practice-Based Learning	6. Systems-Based Practice
<p>Students will demonstrate knowledge of the...</p> <ul style="list-style-type: none"> a. Basic scientific principles fundamental to the practice of medicine b. Normal structure, function, and embryology of organ systems c. Pathogenesis and manifestations of clinical disorders d. Utility, mechanisms of action, and adverse effects of commonly used drugs e. Normal development and general care of special populations 	<p>Students will be able to...</p> <ul style="list-style-type: none"> a. Elicit a medical history and perform a physical examination b. Interpret common diagnostic and screening tests c. Use clinical reasoning to prioritize and justify a differential diagnosis d. Evaluate clinical presentations and diagnose/manage common clinical conditions e. Perform general procedures of a physician f. Apply principles of health promotion and disease prevention 	<p>Students will be able to...</p> <ul style="list-style-type: none"> a. Use effective listening, observational, and communication techniques with patients and families in routine and cross-cultural settings b. Deliver clear and accurate oral presentations using standard formats tailored to the needs of the listener c. Provide accurate and context-specific documentation of clinical encounters in written and electronic formats 	<p>Students will be able to...</p> <ul style="list-style-type: none"> a. Demonstrate altruism, honesty, compassion, and responsiveness to patient needs b. Demonstrate integrity, respect, reliability, and accountability in professional endeavors c. Demonstrate commitment to ethical principles by respecting patient autonomy and seeking the patient's best interest 	<p>Students will be able to...</p> <ul style="list-style-type: none"> a. Demonstrate the ability to evaluate the medical literature and apply information to the diagnosis, treatment, and prevention of disease b. Identify and address personal strengths and weaknesses, respond appropriately to feedback, and seek help and advice when needed 	<p>Students will be able to...</p> <ul style="list-style-type: none"> a. Integrate the unique and complementary abilities of other healthcare professionals and collaborate as a member of an interprofessional team b. Explain the principles of quality improvement and contribute to a culture that promotes patient safety <p>Community Medicine (SCM Track)</p> <ul style="list-style-type: none"> c. Describe and apply the fundamental principles of community medicine* <p>* Supplemental Objective</p>



Encryption

Further details can be found via the OUHSC IT website

Students and trainees must have laptops and external storage devices, such as flash drives and hard drives, that are used for University business encrypted by Campus IT through a Device Security Clinic (<http://ouhsc.edu/registerdevice>) or similar, prior to using the device for University Business.* University Business does include checking HSC email. Removal of encryption by Campus IT is required upon departure from the University. *unless you have been notified by College or Department personnel that you are specifically, individually exempt.

HIPAA Compliance

The University of Oklahoma complies with all federal and state laws related to the confidentiality of patient medical information, including the Privacy and Security Regulations issued pursuant to the Health Insurance Portability and Accountability Act (HIPAA). Students are required to comply with these laws and related University policies and procedures, including the HIPAA

Privacy and Security policies (<http://ouhsc.edu/hipaa/policies.asp> and <http://www.ouhsc.edu/compliance/>). Students are required to complete the University's mandatory annual HIPAA training (<http://ouhsc.edu/hipaa/>) and must also comply with the related policies and procedures of their departments and any facilities in which they rotate.

Inclement Weather

Further details can be found via the College of Medicine Policy #325: Impact of Campus Closure on Academic Activities

If campus is closed due to weather, please consult College of Medicine policy 325 https://hipocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=325

Medical Student Mistreatment

Further details can be found via the College of Medicine Policy #417: Mistreatment of Medical Students

The College of Medicine policy on the mistreatment of medical students can be found online at https://hipocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=417

Post Exposure Treatment for Blood-Borne Pathogens or Needle-Sticks

Further details can be found via the OU Student Health and Wellness Clinic website

The procedure or treatment for blood-borne pathogen exposure of needle-sticks can be found on page 44 in the student handbook at <http://hipocrates.ouhsc.edu/comweb/pdf/student%20handbook.pdf>

Pregnancy/Childbirth Related Issues

Students needing modifications or adjustments to course requirements because of documented pregnancy-related or childbirth-related issues should contact the college's Assistant/Associate Dean for Student Affairs (or academic advisor) as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. See www.ou.edu/content/eoo/faqs/pregnancy-faqs.html for commonly asked questions.

Professionalism Policy

Further details can be found via:

- 1) College of Medicine Policy #318: Students' Rights and Responsibilities Code**
- 2) College of Medicine Policy #319: Academic Integrity/Professionalism**
- 3) Faculty Handbook Page 12:19-23: Student Professional Behavior in an Academic Program**
- 4) Faculty Handbook Page 12:33-38: Students' Rights and Responsibilities Code**
- 5) Student Handbook (Section 2.17): Student Professional Behavior in an Academic Program**

Ethical and professional behaviors are considered a core competency in an academic program and, thus are key factors in good academic standing. Upon acceptance of an offer of admission, the student commits to comply with all professional conduct regulations established by the University, respective college, and program. The complete University policy is at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf

Professional Dress Code Requirements (Professionalism)

Professional appearance and demeanor are a demonstration of respect for the patient and the profession, and of self-respect. You must maintain at all times professional appearance and demeanor. If you report for clinical duty in dress deemed inappropriate by the faculty or department/clinic director, you may be instructed to return home to make necessary changes.

- Scrubs are appropriate when required by individual departments.
- Scrubs are inappropriate attire for the clinical setting, unless performing procedures.

- You are required to wear a College of Medicine picture ID tag during all worked hours.
- Most clinics and faculty will require you to wear the short white coats that are standard attire for College of Medicine students. White coats should be kept clean and neat in appearance. Unacceptable articles of clothing include but are not limited to:
 - Jeans or leather pants
 - Shorts/skorts
 - T-shirts or sweatshirts
 - Jogging or nylon suits, sweatpants
 - Halter tops or midriff baring tops
 - Sundresses and spaghetti straps are not acceptable unless covered by a jacket.
 - Sheer or low-cut blouses
 - Flip-flops or open-toe shoes
 - Undergarments must be worn, but should not be visible.
 - Excessive fragrances or smell of smoke
 - Athletic shoes (except when worn with scrubs)
 - Mini-skirts (skirts should be no shorter than approximately 2 inches above the knee and appropriateness may be determined at the discretion of the attending, clinic director, or clerkship director.)
- Visibility of tattoos should be kept to a minimum and covered, if possible.
- Hair should be clean and neat. Extreme hairstyles and hair colors (those not found in nature) should not be worn. Shaved eyebrows and unprofessional hair decorations are not appropriate. You should be cleanly shaven and any beards/mustaches must be kept neatly groomed and clean at all times.
- Visible piercings should be professional in appearance. Eyebrow, nose, labret, face, lip or tongue piercings and earlobe expanding earrings are not appropriate.

Registration and Withdrawal

Further details can be found via the Admissions and Records website

The student is responsible to submit required University paperwork before the deadlines shown in the Academic Calendar online at <http://ouhsc.edu/admissions>. Missed homework and examination grades will be entered as a grade of zero if a student fails to formally drop the course or withdraw from the University.

Responsible Conduct of Research

Further details can be found via the Faculty Handbook Section 3.25: Ethics in Research Policy

Students, as members of the University community, have the responsibility to ensure that integrity and ethical standards in any activity with which they are associated directly or any activity of which there is sufficient knowledge to determine its appropriateness. Students are governed by the Policy on Ethics in Research. Please see the Faculty Handbook Section 3.25.

Sexual Misconduct

Further details can be found via the OU Institutional Equity Office website

For concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including Advocates-On-Call 24/7, counseling services, mutual “No Contact orders,” scheduling adjustments, and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office at (405) 325-2215 (8AM-5PM) or the Sexual Assault Response Team at (405) 605-0013 (24/7).

Student Work Hours Policy

Further details can be found via the College of Medicine Policy #321: Student Duty Hours

Student duty hours policy can be found at:

http://hippocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=321

Teacher/Learner Relationship

Further details can be found via the College of Medicine Policy #416: Guidelines for the Teacher-Learner Relationship

In order to achieve an environment of mutual respect between teachers and learners, each party must uphold certain responsibilities.

Explicit and appropriate professional attributes that are expected of medical students, faculty and staff at all locations. These attributes include:

- | | |
|--------------------------------------|---|
| 1. Honesty and integrity | 9. Accuracy in representation of clinical findings |
| 2. Caring and compassion | 10. Commitment to self-improvement & accepting feedback |
| 3. Courtesy and respect for others | 11. Admission of mistakes or errors |
| 4. Cultural sensitivity and humility | 12. Privacy and confidentiality |
| 5. Accountability and responsibility | 13. Recognition of patient autonomy |
| 6. Punctuality | 14. Recognition of conflicts of interest |
| 7. Professional appearance | 15. Maintenance of a "fitness for duty" |
| 8. Attentiveness and participation | |

These responsibilities are described in the College of Medicine Policy 416: *Guidelines for the Teacher-Learner Relationship*.

http://hippocrates.ouhsc.edu/policy/policy_view.cfm?policyNumber=416