

OST 685

International Rotation

Clerkship Selective/Elective Rotation Syllabus

Global Health Institute

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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

This syllabus provides an overview of rotation goals and objectives designed to help you gain an understanding of the breadth and scope of this subject. As you progress through the rotation, you will perform certain activities intended to help you meet the identified goals and objectives. Please make sure to review this syllabus in its entirety to ensure understanding of the rotation format, syllabus content, and Michigan State University College of Osteopathic Medicine (MSUCOM) expectations.

Elective Course Scheduling

- Preapproval
 - For the international electives, students need to be approved by Global Health Institute (GHI), Office of Education Abroad (OEA), and Clerkship to participate in this rotation. Limiting factors that may affect participation include academic issues or safety reasons (e.g. the place/country the student selects is not safe).
- Required Prerequisites
 - Approval by College is required.
 - An application is required for every elective rotation.
- Course Confirmation and Enrollment
 - The student must receive MSUCOM confirmation and enrollment prior to beginning any elective rotation.
 - Once the student receives rotation acceptance from the host site, the student must submit elective application and host site approval to GHS.edabroad@msu.edu for application review. MSUCOM confirmation and enrollment is complete when the rotation is visible on the student's schedule.
 - MSUCOM confirmation must occur at least 30 days in advance of the rotation.
 - Once confirmed, the rotation may only be cancelled 30 days or more in advance of the start date.
- Rotation Format
 - OST 685 International Clerkship Rotation is designed to provide the student with an opportunity to actively engage in patient-based, learning experiences in a country outside the United States under the guidance of a clinician preceptor in collaboration, as appropriate, with interns, residents and/or Fellows.
 - Rotations can be two or more weeks with the number of credits determined by duration. Timeframes for each rotation are decided at least 60 days, but preferably 120 days, prior to the beginning of the rotation.

Goals and Objectives

Goals

1. Develop an appreciation of the practice of medicine as related to the specialty of the preceptor.
2. Develop an understanding of cultural competency with respect to the country they will be performing their clerkship in.
3. Improve secondary language skills through a language immersion experience.
4. Document S.O.A.P notes
5. Develop life long learning skills

Objectives

Upon successful completion of this elective the student will be able to:

1. Assimilate what they learn and demonstrate their understanding of patient care through ongoing interaction and dialogue with, as well as formative feedback from, the preceptor.
2. Compare and contrast the U.S. healthcare system to the healthcare system of the country the student is performing their clerkship.
3. Revise/Refine their patient care interactions and communication skills.

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 Resources

- No textbook
- Course content can be found within the [D2L](#) course site.

Optional/Additional Resources

- May be assigned and provided by preceptor.

Rotation Requirements

Requirements		
Completion of pre-trip survey (optional)	Survey link	Within 48-72 hours of departure
Participation required in all scheduled activities and shifts	Attendance	As assigned
Reflection essay	Submission to D2L drop box	Within 1 week following rotation
Post-trip survey (optional, highly encouraged)	Survey link	Within 72 hours following rotation
Attending Evaluation of 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 Rotation	Electronically by accessing the Medtrics system. 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

Required Assessments

The activities required for successful completion of this elective are listed below:

Reflection Essay

One week upon return, the student is required to write a one-two page paper reflecting on their experience of the course and submit it to the D2L page under section Assignments, with emphasis on the prompting questions listed below:

1. What are social determinants of disease in the country that you visited?
2. What kinds of problems (medical or non-medical) did you face and how did your team resolve them?
3. What did you learn in terms of public health in the country of your clerkship rotation and compare that with the United States?
4. What did you learn about medicine in the country of your clerkship rotation, about their medical system, and how people view healthcare here?
5. How do you feel about your experiences? Were there any incidents/patient encounters that stand out for you?
6. What elements of your instructor's practice would you like to emulate as a physician?

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.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

There is no Corrective Action offered on this course. As determined by the Instructor of Record, the student may receive an **N grade for the course** if all assignments are **not completed** successfully by the last day of rotation at 11:59pm. Additionally, a letter of unprofessional behavior for late submission of assignments may 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

During the rotation, the student is required to meet clinical and academic responsibilities and participate in all scheduled activities.

- The student **will** meet the following **clinical responsibilities** during this rotation:
 - Students are expected to function collaboratively on health care teams that include health professionals from other disciplines in the provision of quality, patient-centered care.
- The student **will** meet the following **academic responsibilities** during this rotation:
 - Students are expected to identify, access, interpret and apply medical evidence contained in the scientific literature related to patients' health problems.
 - Students are expected to: assess their personal learning needs specific to this clinical rotation, engage in deliberate, independent 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 clinical practice.

MSU College of Osteopathic Medicine Standard Policies

The following are standard MSUCOM policies across all Clerkship rotations.

Clerkship Attendance Policy

MSUCOM requires student participation in clerkship rotations and clinical activities with consistent attendance to acquire the skills and knowledge that are necessary for successful program completion. Students are expected to take minimal time off outside of vacation periods built into student schedules and should only request additional time off in the rare events and circumstances outlined below.

Specific courses may have additional absence requirements from this general clerkship policy, and it is the student's responsibility to adhere to those requirements according to the respective course syllabus.

Excused Absences

Students must obtain documented approval for any full- or partial-day absence on a rotation.

Excused absences require the completion of the *Clerkship Program Excused Absence Request Form* by taking the following steps:

- Obtain appropriate signatures on the *Clerkship Program Excused Absence Request Form* at least 30 days prior to the date of the absence. An absence due to a sudden emergency is the exception to the 30-day advanced notice rule.

- Upload the completed *Clerkship Program Excused Absence Request Form* to the 'Excused Absences' folder (within the 'My Personal Documents' section) of a student's Medtrics profile.

Unexcused absences are full- or partial-day absences taken without the proper completion of the *Clerkship Program Excused Absence Request Form*, or any absences not covered in the Clerkship Attendance Policy. Unexcused absences are considered unprofessional and will result in a report to the Spartan Community Clearing House and/or the MSUCOM Committee on Student Evaluation (COSE). Unexcused absences may also have a negative impact on a student's rotation grade or evaluation.

Students are not allowed to be absent from the first day of any rotation. Due to the onboarding plans at most rotation sites, students must attend the first day of every rotation. Students must plan accordingly for personal days, interview days, COMLEX, etc..

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Maximum time off any rotation*

Length of Rotation	Maximum # of Days Off	
4 weeks	2 days	Should an absence exceed these limits, the student is responsible for requesting additional days off from the Associate Dean for Clerkship Education via email (COM.Clerkship@msu.edu) prior to the absence.
2 weeks	0 days	

**Exception: A fourth-year student may be absent a total of 4 days on any 4-week rotation or 2 days on any 2-week rotation during the months of October-January for interview purposes only. If interview absences exceed these totals, the student must submit a Clerkship Program Excused Absence Request Form (with appropriate signatures obtained from the rotation attending and rotation site) to the Associate Dean for Clerkship Education via email (COM.Clerkship@msu.edu) prior to the absence.*

Absence Type	Qualifications	Maximum # of Days Off	Details	Required Approval from Associate Dean for Clerkship Education
Personal Day	May be used at the discretion of the student (example: illness, physician appt., conference time, etc.). Total days off any one rotation (including personal days off) cannot exceed two on any one 4-week rotation.	Five total days per academic year (July-June)	While personal days may be used at the discretion of the student, the total days off any one rotation (including personal days off) cannot exceed two on any one 4-week rotation, i.e., students cannot use all 5 days on one rotation.	No
Jury Duty	Court documentation must accompany the <i>Clerkship Program Absence Request Form</i>	N/A	Jury duty, when obligated, is not considered a personal day absence.	Yes
Hospital-organized community events	Example: Special Olympic Physicals	N/A	These events would be considered part of the rotation and not a personal day absence.	No
Examination	COMLEX USA Level 2 CE/USMLE Step 2 CK/Canadian MCCEE	1 day		No
	COMAT/NBME shelf examinations	Students have the time off to take the examination only	Students should be reporting to rotation before/after examination.	No
Prolonged Illness, Bereavement, Maternity Leave	Medical related absence or bereavement	Determined on a case-by-case basis	Students must contact the Associate Dean for Clerkship Education directly (enright4@msu.edu) to discuss time off rotations.	Yes

Clerkship Program Excused Absence Request Forms: Once appropriate approval signatures are obtained, forms must be uploaded to the 'Excused Absences' folder within each student's Medtrics profile. Students should maintain a copy for their records.

Policy for Medical Student Supervision

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. [MSUCOM Student Handbook.pdf](#)

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. [MSUCOM Student Handbook.pdf](#)

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 Accommodations (previously called VISA)

Michigan State University is committed to providing equal opportunity for participation in all programs, services, and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities (RCPD) at 517-884-RCPD, or on the web at www.rcpd.msu.edu. Once a student's

eligibility for (clinical and/or testing) accommodation(s) are determined, the student may be issued an official Accommodation Letter through the RCPD office. Students must present their letters 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 accommodation 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
Summative reflection essay	D2L Course Drop Box	Completed 100% and emailed by 11:59 pm within 7 days from the last day of the rotation	Will stand as the conditional grade until all requirements of this rotation are met	Failure to complete and upload within two weeks after the rotation ends
Pre-trip and post-trip surveys	Link emailed within 72 hours of departure/return	Not mandatory for grade	Not mandatory for grade	Not mandatory for grade
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