



# OSU-CHS Class of 2021 Rural Medical Track Sub-Internship Clerkship Syllabus

Sub-Internship I CLME 9285  
Sub-Internship II CLME 9295  
Sub-Internship III CLME 9315

## Rural Medical Education Contact Information

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## Title IX

Information, including confidential and non-confidential reporting options, can be found at <http://1is2manychs.okstate.edu>

## Rural Medical Track Sub-Internship Course Description

Rural Medical Track students are required to complete two Sub-Internship Clerkships to gain experience and knowledge of the residency program and what is expected of the residents. An optional third Sub-Internship is available and replaces an Elective requirement. Each Sub-Internship Course is a 4-week clerkship. Sub-Internships are set up through the Rural Medical Education Coordinator Advisor based on student's future goals. Sub- Internships must be in-state at a residency site. Rotations must be set up at primary care rural residencies, if available (Emergency Medicine, Family Medicine, or Internal Medicine). If not available, students are required to apply for other in-state primary care residencies (OB/GYN, Pediatric, General Surgery) at OSU-CHS and OU. Out of state rotations are considered Electives.

## Housing at Rural Clerkship Sites

At most rural sites, complimentary housing for students is provided, and students are expected to live in the community as part of the learning experience. Housing varies from site to site. **Some sites require pre-rotation paperwork or refundable deposits.** More information about the housing at specific sites is available from regional coordinators. Please contact regional coordinators as soon as possible if NOT planning to utilize provided housing for any reason. **Contact the housing personnel at least 2 weeks prior to arrival for more information.** Housing is not available for sites in or close to Tulsa or Oklahoma City.

## Sub-Internship Grading: Pass/Fail/Incomplete

Pass Requirements	At the discretion of the Course Coordinator: Preceptor's Evaluation of student's performance is complete, acceptable, and with no more than one concern. No more than 3 (approved) days missed from the Clerkship and any make-up has been completed. Student's Evaluation of the site is <b>complete within 7 days</b> of the end of the rotation.
Fail	At the discretion of the Course Coordinator: Two or more boxes are checked on Evaluation Failure Criteria ( <b>See Clerkship Handbook</b> ). May be based on documented negative comments for coordinator, site, or preceptor. Unapproved time or excessive time was missed from the rotation and not made-up. <b>Requirements are incomplete 30 days after the end of the rotation and deadline extension was not approved.</b>
Incomplete	At the discretion of the Course Coordinator: Preceptor Evaluation has not been completed. Course assignments have not been completed and/or uploaded to LEO. Make-up for time missed has not been made-up as instructed by preceptor or course coordinator. Student's Site Evaluation has not been completed.

Grievance or Complaint      Grievance of a rotation, preceptor evaluation, or grade for the Selective Clerkship rotation would start with the Course Coordinator.

## **Rural Medical Track Sub-Internship Course Applicable Expectations and Objectives**

Perform Clinical History Taking, Clinical MSE, and Clinical PE Skills in an organized, complete, sensitive, and efficient manner.

Direct use of medical knowledge and drugs commonly prescribed.

Use medical decision-making to construct a differential diagnosis and develop treatment/management strategies for common diseases and conditions seen with an understanding of differentiating factors in a rural and urban medical setting.

Develop a patient management plan appropriate to the diagnosis and medical decision-making; identifying any rural barriers to patient compliance. Educate patients/families about most aspects of the plan. Determine appropriate time of patient discharge from hospital.

Oral Case Presentation is organized, accurate, complete, concise, and includes: prioritization and analysis of medical issues and suggestions for management. Preceptor should be able to rely on presentation for all relevant material to determine a plan of care.

Use appropriate time-management and critical thinking skills for charting, seeing patients, and performing other assigned duties.

Demonstrate an understanding of the importance of interdisciplinary teams, consultants, and healthcare resources for the benefit of the patient.

Demonstrate ability to make a structural diagnosis and choose a manipulative treatment that is suited for the diagnosis and patient condition.

Demonstrate an understanding of the roles as the physician of first contact.

## **Rural Medical Track Sub-Internship Course Requirements**

### **Requirements Prior to the Start of the Course**

Contact regional coordinator and preceptor at least 4 weeks prior to the beginning of the rotation to get specific information about housing, onboarding procedure, daily schedule, and other pertinent aspects of the rotation.

Prior to arrival, provide site with Curriculum Vitae (CV) containing your contact information. Review course information in LEO.

### **Sub-Internship Orientation**

The Orientation for Sub-Internships are provided by the site. **You must check into your housing (if applicable) and meet with your preceptor on the first day of the rotation.** Watch for emails from your Regional Coordinator for more information.

### **Requirements During Sub-Internship Rotations**

This is an audition rotation; work with the residents and attendings to gain a better understanding of how the residency works and the resident's responsibilities. Meet with the assigned Residency Director/Coordinator to discuss the specifics of the residency and the expectations for the rotation. You are expected to gain an understanding of what it is like to be a resident by participating in all residency activities. Work with other health professionals and students from other health-related degree programs as part of the learning experience and function collaboratively on healthcare teams. Participate in department or school events, participate in research, give presentations, or complete any readings or special assignments at the request of the preceptor, department, or the school.

### **Rural Medical Track Student Opportunities**

Rural Medical Track students may be asked, while on any Rural Health rotation, to assist with school events and provide a rural perspective. This can include such events as Operation Orange, Rural Health Focus Course, Rural Health Day, Didactic Weeks, RMT Meetings or other similar events.

Students may be provided the opportunity, and are highly encouraged to attend conferences or events depending on the location of the event, your rotation site, and the date of the event. This may include DO Day on the Hill, Rural Health Conferences (NRHA, RHAO), Osteopathic or OSU- CME Conference (EM Update, PC Update, Spring Fling), ECHO or OSU Mobile Telemedicine Clinic (MTC) events. Attendance, will require a signed Exception to the Rotation Form, but will not count against absences.

### **Exception to the Rotation Form for Missed Days**

If there is an absence from the rotation for any reason or if missing a required event, student is required to complete the Exception to the Rotation Form, obtain the preceptor's signature and submit to the Regional Coordinator. This includes illnesses, auditions/interviews, and school events. Makeup may be required.

### Requirements at End of Course

Thank your preceptor and others who volunteered their time and expertise for your educational experience. **Ask your preceptor to complete your Performance Evaluation and provide feedback to help you improve for your next rotation.** Be sure your preceptor has a copy of your CV and ask for letters of recommendation. **Complete the Site Evaluation in LEO.**

### Student Responsibilities for a Successful Rotation

Dress appropriately at all times. Identify yourself as a non-graduate medical student with College approved identification. Exhibit professionalism and behave in an ethical manner. Demonstrate a desire to exceed expectations. Show interest in learning. Treat everyone with respect. Prepare for and participate in course activities. Turn in assignments on time. Accept and apply constructive feedback and ask for ways to improve. Demonstrate reliability and dependability by arriving prior to the start time. Do not leave early or without preceptor approval.

### Electives at Rural Sites

Electives at Rural Clinic sites are based on availability, must be preapproved by the Center for Rural Health (based on availability), signed by the preceptor in advance of the starting date, and approved by the Department of Clinical Education. Required rotations at Rural Clinic sites take precedence over elective rotation requests. To be approved, elective rotations must be applied for by submitting a written application for rotation to Clinical Education, no less than thirty days before the first day of the rotation or the length of time in advance that onboarding paperwork is due. Housing at rural Clinic sites is based on availability and may not be available for Elective rotations. Approval of rotations, site evaluations and grades for electives are all handled by the Department of Clinical Education.