



Course Title: Sub Internship CLME 9285, 9295, 9315

Class of 2023

Prerequisites: None.

I. 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. You must check into your housing (if applicable) and meet with your preceptor on the first day of the rotation.

CLERKSHIP OBJECTIVES

1. Perform Clinical History Taking, Clinical MSE, and Clinical PE Skills in an organized, complete, sensitive, and efficient manner.
2. Direct use of medical knowledge and drugs commonly prescribed.
3. 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.
4. Develop a patient management plan appropriate to the diagnosis and medical decision-making, identifying any rural barriers to patient compliance. Educate

SYLLABUS
Course #





patients/families about most aspects of the plan.
Determine appropriate time of patient discharge from hospital.

5. 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.
6. Use appropriate time-management and critical thinking skills for charting, seeing patients, and performing other assigned duties.
7. Demonstrate an understanding of the importance of interdisciplinary teams, consultants, and healthcare resources for the benefit of the patient.
8. Demonstrate ability to make a structural diagnosis and choose a manipulative treatment that is suited for the diagnosis and patient condition.
9. Demonstrate an understanding of the roles as the physician of first contact.

II. CREDIT HOURS & CONTACT HOURS

This course is 5 credit hours & 80 contact hours.

III. LEARNING RESOURCES- NONE

IV. COMPETENCIES

The following competencies are addressed in this course:

AOA Core Competencies:

- Osteopathic Principles and Practices
- Medical Knowledge
- Patient Care
- Interpersonal and Communication Skills
- Professionalism





- Practice-Based Learnings and Improvement
- Systems-Based Practice

Other Competencies:

- Evidence-Based Medicine
- Interprofessional Experiences
- Self-Directed Learning

V. STUDENT RESPONSIBILITIES

Please thoroughly review the [Clerkship Handbook](#), [OSU College of Osteopathic Medicine Student Handbook](#) and the [OSU Center for Health Sciences College of Osteopathic Medicine Academic Standards Handbook](#).

- A. **Attendance is required for all clinical rotations.** A planned absence must be approved by your supervising physician. You must report any absence or tardiness to your supervising physician.

You will be required to make up any absences. Please make arrangements with the supervising physician to make up any missed time. The Office of Clinical Education and the clinical department should be contacted if you or the supervising physician has any questions regarding scheduled or unscheduled time off. You are to contact the Office of Clinical Education and the clinical department for directions if your preceptor is unable to supervise for a portion of your rotation. This typically occurs when a preceptor becomes ill or takes a vacation.

Any absence related to extenuating circumstances or the COVID-19 Pandemic will need to be discussed with your program director(s) who are committed to work with you and provide mechanisms for make-up. If you have a COVID-19 exposure or illness, please follow the CHS COVID Guidelines. [CHS COVID FAQ](#)

Please keep the director **Christopher Thurman, DO**, Christopher.thurman@okstat.edu updated on your anticipated return date; once that is known. The director will have the discretion to adjust the make-up guidelines if there are extenuating circumstances.

- B. **You are expected to complete all assignments posted in Leo and outlined in this syllabus during the rotation.** As applicable,





instructional materials will be posted in Leo by the beginning of each rotation.

- C. **You are expected to behave professionally at all times.** You have commenced a career that calls you to the highest levels of integrity and accountability, in the office, in the clinic, and in the classroom. Unprofessional behavior may result in a Needs-Improvement (N) grade and referral to the Academic Standards Committee. (Academic Standards Handbook Sec.: 2.0, cf. American Osteopathic Association Code of Ethics and the Osteopathic Core Competencies for Medical Students: Sec V.)
- D. **You are expected to dress appropriately.** Unless specified differently by the supervising physician, you will wear a cleaned and pressed white clinical jacket during all clerkship rotations. Men are expected to wear a shirt, tie, and dress trousers. Women may wear either slacks or a dress. OSU College of Osteopathic Medicine Student Handbook. An OSU-COM College approved identification tag must be worn at all times. Name tags may be obtained from the Security Department.
- E. **You are always expected to identify yourself as a non-graduate medical student.** Use college approved identification and you are not to represent yourself as a medical graduate, nor function as a licensed physician.
- F. **You are expected to use various software applications** (e.g., Leo, ExamSoft, TrueLearn etc.) which may be used inside and outside the classroom as a means to earn points which will be factored into your course grade.

If you have a technical issue using any educational software, please contact, Dawn Ballard, the Instructional Design Coordinator, in the Office of Educational Development: dawn.ballard@okstate.edu.

VI. COURSE EVALUATION POLICY

You are required to submit an online evaluation for this rotation. All course evaluation submissions remain anonymous. Course evaluations for both elective and required rotations will be available online in Leo before the last day of the course and must be submitted no later than noon one week after the last day. (Academic Standards Handbook Sec.: 1.3)





You are responsible for scheduling time to receive feedback from your preceptor. You are also responsible for verifying your preceptor's email address and following up until the preceptor has completed your evaluation.

You should schedule a meeting with your supervising physician during the last week, before the end of the rotation, to discuss your performance.

If you have a technical issue completing or submitting the course evaluation please contact Melissa Goodell, Clinical Education Manager, in the Office of Clinical Education:
melissa.goodell@okstate.edu.

VII. GRADING POLICY

A. Assignments

100% of your final grade will be based on assignments.

Site Evaluation

100% Preceptor Evaluation

B. Final Grades

Rotation grades are Pass or Fail.

Pass criteria are:

1. No more than 3 unexcused absences during the rotation.
2. Site Evaluation is completed within 7 days of the end of the rotation.

A Fail may be issued for any one of the following:

1. Two or more boxes are checked in Evaluation Criteria (See Clerkship Handbook).
2. Unapproved time or excessive time was missed from the rotation and not made-up.
3. Requirements are incomplete 30 days after the end of the rotation and deadline extension was not approved.

VIII. SPECIAL ACADEMIC ASSISTANCE





- A. **You are responsible to seek help should you need academic assistance in this course.** A Learning Skills Specialist, the Director of Academic Success, faculty, and staff are all available to help explain materials, discuss study strategies, and provide exam preparation guidance.

Please email one of the above to schedule an appointment.
([Academic Standards Handbook Sec.: 3.3](#) cf. [Sec. 8.0](#))

- B. **You are responsible to notify the program director at the beginning of the course regarding the need for special accommodations.** Academic accommodations and the basis for them must be approved by OSU and filed with the [Office of Student Affairs](#).

For more information about receiving academic accommodations please contact the [Office of Student Services](#) or visit their [Student Disabilities Services](#) web page. ([Policies and Procedures for OSU-COM Course Exams: page. 2](#))

IX. OFFICE OF STUDENT CONDUCT/TITLE IX

The Oklahoma State University Center for Health Sciences prohibits discrimination against qualified individuals based on their age, race, ethnicity, color, religion, sex, sexual orientation, genetic information, gender, gender identity or expression, national origin, disability, protected veteran status, or another protected category.

OSU-CHS does not discriminate on the basis of sex in its educational programs and activities. Examples of sexual misconduct and/or sex discrimination include sexual violence, sexual harassment, sexual assault, domestic and intimate partner violence, stalking, or gender-based discrimination.

OSU-CHS encourages any student who thinks that they may have been a victim of sexual misconduct or sexual discrimination to immediately report the incident to the Title IX Coordinator (918-561-1950) or Deputy Title IX Coordinator (918-561-1950). You may also report incidents of sexual misconduct or sex discrimination to a faculty or staff member, who is then required by federal law (Title IX) to notify the Title IX Coordinator or Deputy Title IX Coordinator.

If you would like to keep the details confidential, you may speak with staff in the OSU-Tulsa Student Counseling Center (918-594-8568) or with the OSU-CHS Victim Advocate (918-200-5218).





Additional information, including confidential and non-confidential reporting options, can be found on the [CHS website](#).

X. COURSE DIRECTOR(S)

Christopher Thurman, DO, Course Coordinator

e: Christopher.thurman@okstate.edu

t: 918-561-8208

o: Office Hours: by appointment

XI. COURSE STAFF

Michelle Loveless, Sub-Internship Coordinator

e: Michelle.loveless@okstate.edu

t: 918-401-1499

o: Office Hours: by appointment

Dawn Ballard, Instructional Design Coordinator

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t: 918-561-8241

o: CHS: Barson building Room #A-231

Sharon Fair, Academic Assistant II

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