

OSU-CHS Community Clinic Clerkship

Rural Medical Track Syllabus

CLME 9245

I. General Description

- A. Community Clinic clerkship, a 4 week rotation with selected faculty as assigned, includes structured didactics, in addition to practical experience in a rural clinic setting.
- B. In most cases, the student will accompany the assigned physician (preceptor) in the rural clinic setting with assignment of patient responsibilities. May include experiences such as patient rounds, surgical assistance, labor and delivery, hospital staff and committee meetings, hospital emergency room calls, community and public health functions, house calls, nursing home and hospice visits, sports physicals, health or social events, and reading assignments. Learning opportunities will be provided in the form of observation, discussion, and graduated degrees of performance under supervision, at the discretion of the assigned preceptor, based on his/her assessment of the student's readiness and the nature of the particular practice setting. Required materials are assigned. The student may be required to attend events and lectures, watch videos, participate in department or school events, participate in research or give presentations of regular or special assigned readings at the request of the preceptor, the department or the school.
- C. At Community Clinic sites, complementary housing may be provided and students are encouraged 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.

II. Contact Information

- A. Course Coordinator: Duane Koehler, D.O., Assistant to the Associate Dean of Rural Health
- B. RH Program Manager (OKC): Nicole Neilson, M.S. (918-401-0073)
nicole.neilson@okstate.edu
- C. Rural Medical Education Director: Vicky Pace, M.Ed.,(918-584-4332)
vicky.pace@okstate.edu
- D. Regional Coordinators:
Northeast (Tahlequah): Xan Bryant, M.B.A. (918-401-0074) xan.bryant@okstate.edu
Southeast (McAlester): Lori Boyd (918-928-6074) lori.boyd10@okstate.edu
Northcentral (Stillwater): Alex Jones, M.S. (918-401-0799) alex.l.jones@okstate.edu
Southwest (Lawton): Brenda Brantley (918-401-0403) brenda.brantley@okstate.edu
Northwest (Enid): TBA
Telemedicine Helpdesk: telemed@okstate.edu
- E. Location:
Center for Rural Health Office Location (Phoenix Building): 1111 West 17th Street
Phoenix Building Office Hours: Monday – Friday, 8:00 am to 5:00 pm
Badge needed for entry. OSU Holidays are observed.

III. Electives

- A. Electives at Community Clinic sites are based on availability, must be preapproval 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 Community 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 30 days before the first day of the rotation or the length of time in advance that onboarding paperwork is due. Housing at Community 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.

IV. Prerequisites

- A. Successful completion of the first four semesters of the prescribed eight semester courses of study (OMS1 and OMSII).
- B. Community Clinic is only available during Rotation 9 or Rotation 10.

V. Course Learning Objectives

- A. Demonstrate skill in videoconferencing by connecting and presenting using PowerPoint and ZOOM.
- B. Demonstrate appropriate techniques and knowledge in the uses of OMT.
- C. Demonstrate professionalism during Community Service Experiences and Research Presentation
- D. Develop an understanding of the role of Conferences and Continuing Medical Education by attending lectures on current, timely topics, networking with physicians and key leaders in the medical field and visiting with vendors from a variety of resources, when available.
- E. Apply clinical skills in a rural physician's office.
- F. Demonstrate presentation skills through a PowerPoint Research Presentation which requires the use of medical literature searches and Evidence Based Medicine references.
- G. Describe basics of the Patient Centered Medical Home and the concept of case management.
- H. Gain a better understanding of nutritional concerns for rural Oklahoma and explore options for improving health outcomes as related to nutrition.
- I. Gain an appreciation of the rural Osteopathic family physician's role as the physician of first contact that delivers family-oriented medical care to patients.
- J. Acquire an understanding of differentiating factors in rural and urban medical settings.
- K. Demonstrate appropriate clinical and interpersonal skills.
- L. Construct a differential diagnosis and develop treatment/management strategies for common diseases and conditions seen in family practice.
- M. Develop an understanding of community leadership by attending community events and meetings with the preceptor.
- N. Exhibit interpersonal skills with patients and their families to facilitate the communication process between physicians and patients through active listening, empathy and sensitivity, appropriate eye contact, proper closure of interaction, attentiveness and concern, proper greetings and introductions, confidence, and respect.
- O. Perform adequate history and physical examinations under direct preceptor observation.
- P. Demonstrate competence in common clinical procedures: laboratory, diagnostic and therapeutic.
- Q. Display knowledge about drugs commonly prescribed for patients.
- R. Explain how to prevent, diagnose, treat and manage medical diseases/conditions.

- S. Demonstrate appropriate skills in patient care to include assessment and management in the context of family and community.
- T. Experience out-of-office routines such as hospital rounds, surgical assistance, labor and delivery management, hospital staff and committee meetings, house calls and hospital emergency room calls.
- U. Identify community referral resources and acquire knowledge and skills in appropriately accessing community resources for medical care plan and patient care.
- V. Describe barriers to patient compliance.
- W. Develop an appropriate treatment plan.
- X. Design a case management plan.
- Y. Discover successful business practice, such as billing and coding and contract negotiations, and hiring practices.
- Z. Learn ways to improve your CV and Personal statement.
- AA. Evaluate different rural residency sites and practices.
- BB. Participate in a mock disaster drill in a rural setting and evaluate the role mock drills play in the rural setting.
- CC. Discover your leadership styles and how to use them in rural practice setting.
- DD. Compare leadership styles and how communities can work with varying leadership.
- EE. Explore agricultural medicine in rural Oklahoma and how it varies across the state.
- FF. Take part in discussions about the relationship between agriculture, safety initiatives, and healthcare leadership in rural communities.
- GG. **Electives:** Objectives for the rotation should be established and understood between student and the preceptor on or before the first day of the rotation.

VI. Student Responsibilities

- A. Students are required to contact their assigned Regional Coordinator and preceptor at least 2 week prior to the beginning of the rotation to coordinate the daily schedule and other pertinent aspects of the rotation. Students should provide the preceptor with a CV prior to arrival.
- B. Students are encouraged to stay in the community for Community Clinic and should contact the housing contact at least 2 weeks prior to arrival for more information. Contact regional coordinators as soon as possible if NOT planning to utilize provided housing for any reason.
- C. Students are required to bring passwords for library resources and current references for Family Medicine, Internal Medicine and Obstetrics/Gynecology with them.
- D. Review LCMS+ to become familiar with the site and review course syllabus and instructions prior to beginning the rotation.
- E. Dress appropriately at all times, utilize College approved identification, and identify yourself as a non-graduate medical student, not as a medical graduate or a licensed physician. Appropriate dress may vary from site to site and may include scrubs or business casual but contact the site about attire and always dress professionally. Your white coat should be clean and pressed and always available if needed.
- F. Meet with your preceptor or assigned representative for a required clinic and sometimes a hospital orientation. Be prepared to discuss your clinical strengths and weakness relative to the rotation objectives. Provide CV if you have not already.
- G. Exhibit professionalism and behave in an ethical manner at all times.
- H. Demonstrate a desire to exceed expectations, show interest in learning, treat everyone (physicians, hospital/clinic staff, patients, coordinators, ect.) with respect, accept and apply constructive feedback and ask for ways to improve.

- I. Demonstrate reliability and dependability by arriving prior to the start time. If there is a reasonable explanation for a delay in reporting (e.g., auto accident, illness, or similar reason), the student is to contact the preceptor and the Regional Coordinator immediately. Make-up work is at the discretion of the Preceptor and the Course Coordinator.
- J. Prepare for and participate in course activities, engage in active learning through participation, attend orientations and didactics, participate in discussions based on reading assignments and turn in assignments on time to receive full credit.
- K. Communicate respectfully; disruptive or disrespectful behavior will not be tolerated and could result in a "needs improvement" assigned score on the non-cognitive evaluation.
- L. Provide appropriate patient care under the supervision of the assigned physician.
- M. Contact your Regional Coordinator and preceptor if you have problems or concerns.
- N. Meet with your preceptor midway and at the end of the rotation for verbal evaluations of your clinical performance and areas to improve. You are responsible for scheduling these meetings.
- O. **If a student is absent for any reason (or multiple reasons) or will be missing a required event (orientation, required conference/meeting, ect.) he/she is required to complete an Exception to the Rotation Application with the preceptor's signature and submit it to the Regional Coordinator for the Course Coordinator's approval.** This includes but is not limited to, preceptor vacations, student auditions/interviews, school events and personal request. If approved, make-up may be required. Leaving the site without notice could result in a "needs improvement" assigned score on the non-cognitive evaluation and makeup time..

VII. Course Assignments

- A. Students are required to attend a site Orientation and participate in 2 Workshops (Leadership for 5% and Agricultural Medicine for 5%) on the first day of the rotation. Participation in orientation, didactics, required conferences or events counts **10%** of the grade. Watch for updates.
- B. A Community Service Experience should be set up during the first week of the rotation **(5%)**. This Community Service Experience will be arranged in cooperation with the Regional Coordinator in your area. Student will be representing OSU-COM and researching, exploring, and volunteering at an organization that provide service to patients in the area and complete a 1-3 page Community Service Informational Reflective paper and upload to LCMS+.
- C. All students are evaluated on their skills, use of OMT, and understanding of OMT Principles. Each student will read The Office (Chapter 29 in the 2nd Ed) and The End of Life (Chapter 17 in the 2nd Ed) of *Somatic Dysfunction in Osteopathic Family Medicine* 2nd Edition. Nelson, Kenneth E, et al. LWW, 2014. Complete the assigned ACOFP OMT learning modules by viewing videos, reviewing presentations, and completing the Exam Soft assessment quiz. The quiz is based on material presented from The End of Life (Chapter 17 in the 2nd Ed) and videos. Score from the quiz is **5%** percentage of the grade. Low scores could adversely affect the course grade. Failure to complete the Exam Soft assessment quizzes could result in a "needs improvement" assigned score on the non-cognitive evaluation.
- D. Students should document everything they see and do while on the rotation on the Patient Encounter Tracking (PET) on LCMS+. Complete in LCMS+ with date and level for each procedure observed, assisted, or performed during rotation and have physician initial off on each. Students get 1 point for each observed, 2 points for each assisted and 3 points for each observed. At least 3 **different** procedure/skills are required. Minimum

of 25 total points are needed. The procedure/skills component is **10%** of the final grade.

- E. A Research Presentation will be presented the last week of the rotation using Zoom. Submit the Case Presentation PowerPoint to LCMS+ 2 days before the presentation. An evaluation of the Research Presentation is conducted by Dr. Deena Wheeler or her designated PH.D. and will count **5%** of the grade. An evaluation of the Research Presentation is also conducted by a Regional Coordinator and will count as **5%** of the grade. For a total of **10%** of the grade. All students will complete the required Peer Evaluation and upload to LCMS+.
- F. Students are required to submit an online Course/Site evaluation for each course. Course/Site evaluations will be made available online through LCMS+ and are due at the end of the rotation. Grades will not be processed until Course/Site evaluation is completed.
- G. Students will participate in the required Disaster Training at the announced location which will include a residency tour. This event will count **5%** of your grade.
- H. Students are required to participate in at least 1 additional Residency Tour of their choice from the options provided during Orientation. Residency tours counts **5%** of the grade. Students may attend more than the 2 required.
- I. Performance Evaluations are completed by the Preceptor at the end of the rotation and counts **50%** of the grade.
- J. All paperwork should be uploaded to LCMS+ within 7 days of the end of the rotation. If forms are not received within 7 days of the end of the rotation, the student's grade may decrease up to one letter grade. A grade of "I" (incomplete) may be issued until all the paperwork has been received.
- K. Students are required to review any material assigned by the site preceptor as part of their rotation requirements. Materials assigned for review are to be completed prior to the end of the rotation. Failure to review the assigned materials could result in a "needs improvement" assigned score on the non-cognitive evaluation.
- L. Failure to complete assignments could result in a "needs improvement" assigned score on the non-cognitive evaluation.
- M. **See clerkship handbook for other requirements and the clerkship calendar.**

VII. Evaluations

- A. Numerical (%) and letter grades are assigned for Community Clinic Clerkship by the Department of Rural Health. Grades will be calculated based on the Student Performance Evaluation score (50%), Residency Tour participation (5%), Leadership Workshop/Activity/Project (5%), Community Service Experience/Exploration and Reflection paper (5%), Agricultural Medicine and Successful Office Practice Didactic Participation (5%), Disaster Drill or Telehealth Experience (5%), ACOFP OMT assigned reading* and **Exam Soft Quiz Score** (5%), Patient Encounter Tracking (PET) (10%), and Research Presentation and Peer Evaluations (10%). The Site Evaluation is a requirement to pass and should be completed immediately upon completion of the rotation. In addition, a grade of satisfactory or needs improvement will be assigned based on non-cognitive evaluation criteria.

*Community Clinic reading is Chapters 17-End of Life and 29-The Office in *Somatic Dysfunction in Osteopathic Family Medicine (2nd Ed)*

- B. Extra Credit (Maximum of 2 Points added to final grade)
 - Participate in an OSU Mobile Telemedicine Clinic (MTC) event. Students will need preceptor's approval. May be used as the Community Service Experience/Exploration if preapproved to substitute and Reflection Paper will still be required. An Exception to the Rotation Form is required for extra credit.

The MTC experience must be completed during the Community Clinic Rotation to count as extra credit unless preapproved for outside the rotation time. These opportunities will be provided at Orientation or by email. Requirement for extra credit will be provided.

- RMT students may be asked and are highly encouraged while on the RMT Community Clinic rotation to assist with school events and provide a rural perspective. This can include such events as Operation Orange, Rural Focus Course, Rural Health Day, Didactic Weeks, RMT Meetings or other similar events. An Exception to the Rotation Form is required prior to event. A one page summary may be required for some events. This will count as extra credit. These opportunities will be provided at Orientation or by email.
- Students may be asked to participate in or be provided the opportunity to attend a specific conference or event depending on the location of the event, your rotation site and the date of the event. Participation at conferences and events is highly encouraged and may include, DO Day on the Hill, Rural Health Conferences (NRHA, RHAO), Osteopathic or OSU-CME Conference (EM Update, PC Update, Spring Fling). An Exception to the Rotation Form is required prior to attending. The conference or event must be completed during the Community Clinic Rotation to count as extra credit unless preapproved to be outside of the Community Clinic dates. These opportunities will be provided at Orientation or by email. Requirements to count as extra credit will be provided.

C. Student Performance Evaluation must be passed with a 70% or higher to pass this course.

D. Final grade is determined by the Course Coordinator.

E. Grade of "I" (Incomplete) may be assigned if a student is unable to complete the course requirement of approved 100% attendance, the Course Coordinator recommends an extension of the student's Clerkship and sets forth reasoning for the recommended extension, or the student fails to submit the required paperwork and can provide justification for an extension.

F. If assignments are not submitted by noon two weeks after the last day of the course, the student could be assigned a "needs improvement" non-cognitive grade.

G. Grading System

A	90-100%	Excellent
B	80-89%	Good
C	70-79%	Satisfactory
D	65-69%	Marginal
U	64 and below	Unsatisfactory

VIII. Grievance

A. Grievance of a rotation, rotation evaluation or examination grade for Community Hospital II would start with the Community Hospital II clerkship course coordinator. Any such problems with regard to electives would start with the Department of Clinical Education.

IX. Learning Resources

A. Required materials: Somatic Dysfunction in Osteopathic Family Medicine 2nd Edition. Nelson, Kenneth E, et al. LWW, 2014.

X. Title IX

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

