



**TABLE OF CONTENTS**

|  |  |
| --- | --- |
|  UK PA Faculty & Staff | 4 |
|  Clinical Year Tentative Schedule | 5 |
|  Registration, Student Email Addresses, Social Media Tool (Slack) | 6 |
|  Social Media Guidelines, Name Changes | 7 |
|  ID Badges, Personal Contact Information, Lockers, Mailboxes | 8 |
|  Compliance, Textbooks & Resources | 8 |
|  Sunrise Clinical Manager, General Safety Resources & Links | 9 |
|  University Services, Using This Manual | 9 |
| STANDARDS AND OBJECTIVES | 10 |
|  Program Expectations for the Clinical Year | 11 |
|  Clinical Expectations | 11 |
|  Instructions for Each 4-Week Rotation | 12 |
|  Technical Standards (College of Health Sciences) | 15 |
|  Technical Standards (Division of Physician Assistant Studies) | 16 |
|  Professional Standards, Professional Conduct | 18 |
|  Codes of Standards and Behaviors | 19 |
|  Dress Code, Rotation Attendance | 19-20 |
|  Request for Leave of Absence, Request for Medical Withdrawal | 22 |
|  EOR Call Back Days, Rotation Principles | 22 |
| POLICIES, PROCEDURES & REQUIREMENTS  | 26 |
|  Assignment to Rotations, Changes to the Rotation Schedule | 27 |
|  Out-of-State Rotations, International Rotations | 29 |
|  Prescriptive Activities | 31 |
|  Health Insurance, Student Health Fee & Vaccinations | 31 |
|  UK Immunization Requirements for Students with Clinical Responsibilities | 32 |
|  Needle Sticks | 33 |
|  Rotation Documentation & Credentialing | 37 |
|  Background Checks & Drug Screens | 38 |
|  Academic Performance | 39 |
|  Student Remediation Policy | 43 |
|  Mid-Rotation Feedback & Evaluations, Rural Health Report | 43-44 |
|  End-of-Rotation Examinations, Evaluations of Course Directors & Preceptors | 44 |
|  Biosketches, Summative Examination | 44 |
|  PACKRAT, Exit Interviews | 45 |
|  Academic Performance & Probation Policy | 45 |
|  After Graduation | 46 |
|  Graduate Surveys | 47 |
| APPENDICES |  |
| Appendix A Definitions of Age Categories, Definitions of Encounter Types, Definitions of Specific Patient Exposure Types | 48 |
|  |  |
| Appendix B – Syllabi & Course Maps | 49 |
|  PAS 660: Family Medicine | 50 |
|  PAS 661: Pediatrics | 56 |
|  PAS 662: Women’s Health | 62 |
|  PAS 663: Surgery | 67 |
|  PAS 664: Geriatrics | 72 |
|  PAS 665: Elective | 78 |
|  PAS 665: Selective | 83 |
|  PAS 669: Internal Medicine | 88 |
|  PAS 670: Emergency Medicine | 94 |
|  PAS 671: Behavioral and Mental Health | 99 |
|  PAS 680: Seminar in PA Studies | 105 |
|  |  |
| Appendix C | 115 |
|  End-of-SCPE (Supervised Clinical Practice Experience): |  |
|  Preceptor Evaluation of Student PerformanceAppendix D  Examples of Case Volume over the Last Three Years | 118 |



**FACULTY**

**W. Scott Black, MD Anthony D. Weaver, MD**

Program Director Medical Director

**Somu Chatterjee, MD, M.P.H. Shelley Irving, PA-C**

Assistant Professor, Assistant Professor

Senior Faculty Clinical Coordinator

 **Sam Powdrill, M.Phil., PA-C**

**DeShana Collett, PA-C, Ph.D.** Associate Professor

Assistant Professor

 **Kevin Schuer, DrPh, PA-C**

**David Fahringer, MSPH, PA** Associate Professor,

Associate Professor, Academic Coordinator

Associate Program Director

 **Leslie Woltenberg, Ph.D., M.S.Ed.**

**Gerry Gairola, Ph.D.**  Assistant Professor

Professor Coordinator of Program Evaluation & Outcomes

**Phyllis Nash, MSW, LCSW, Ed.D.** **Andrew Wyant, MD**

Interim Director of Graduate Studies Assistant Professor

**STAFF**

**Julia Berry Isaac Joyner**

Student Affairs Officer II Accreditation/Assessment

Morehead Lexington

**Donna Jones**   **Jenean Presberry**

Educational Coordinator Staff Support Associate II

Lexington Lexington

 **Kim Rice**

 Program Assistant

 Morehead

**CLINICAL YEAR TENTATIVE SCHEDULE\***

|  |  |  |  |
| --- | --- | --- | --- |
| YEAR | ROTATION BLOCK | ROTATION DATES / EVENTS / DEADLINES | EOR MEETING\* (8 AM – 5 PM) OR EVENT / DEADLINE DATE |
| 2017 |  | Pre-Clinical PACKRAT | June 7 |
|  |  | Clerkship Orientation (CTW Commons) | June 26 - 30 |
|  | 1 | July 3 - 28 | July 28\* |
|  |  | DEADLINE: International Rotation Application | July 28 |
|  | 2 | July 31 – August 25 | August 25\* |
|  | 3 | August 28 – September 22 | September 22\* |
|  |  | DEADLINE: Education Abroad Scholarship Application (Winter/Spring) | October 1 |
|  |  | DEADLINE: Education Abroad, Begin Application (Winter/Spring) | October 1 |
|  | 4 | September 25 – October 20 | October 20\* |
|  |  | DEADLINE: Education Abroad, Complete Application (Winter/Spring) | November 1 |
|  | 5 | October 23 – November 17 | November 17\* |
|  | 6 | November 20 – December 15 | December 14\* |
|  |  | Practice PANCE, Mid-Year Exit Interview | December 15 |
| 2018 | 7 | January 2 - 26 | January 25\* |
|  |  | DEADLINE: Elective & Selective Request Forms | January 25 |
|  |  | Mock SP Encounters (½ Class) | January 26 |
|  | 8 | January 29 – February 23 | February 22\* |
|  |  | Mock SP Encounters (½ Class) | February 23 |
|  |  | DEADLINE: Education Abroad Scholarship Application (Summer/Fall) | March 1 |
|  |  | DEADLINE: Education Abroad, Begin Application (Summer/Fall) | March 1 |
|  | 9 | February 26 – March 23 | March 23\* |
|  |  | DEADLINE: Education Abroad, Complete Application (Summer/Fall) | April 1 |
|  | 10 | March 26 – April 20 | April 19\* |
|  |  | Master's Exam: SP Encounter | April 20 |
|  | 11 | April 23 – May 18 | May 17\* |
|  |  | Master's Exam: Written | May 18 |
|  |  | Programmatic Summative Exam, Master's Exam Make-Up Day (if needed) | June 13 |
|  | 12 | May 21 – June 15 | June 14\* |
|  |  | Exit Interview | June 14 |
|  |  | Post-Clinical PACKRAT | June 15 |

\*All dates are subject to change. Other important dates for the clinical year can be found on the Academic Calendar available on the Registrar's website (<http://www.uky.edu/registrar/content/2017-2018>). For students interested in international rotations, see the International Center website (<http://www.uky.edu/international/educationabroad>) for applicable deadlines. Other events and deadlines may be added to the clinical year schedule as necessary.

**REGISTRATION**

|  |  |  |  |
| --- | --- | --- | --- |
| COURSE NAME | COURSE NUMBER | CREDIT HOURS | COURSE INSTRUCTOR |
| Family Medicine 1 | PAS 660 | 3 | Chatterjee |
| Family Medicine 2 | PAS 660 | 3 | Chatterjee |
| Pediatrics | PAS 661 | 3 | Irving |
| Women's Health | PAS 662 | 3 | Irving |
| General Surgery | PAS 663 | 3 | Powdrill |
| Geriatrics | PAS 664 | 3 | Irving |
| Selective | PAS 665 | 3 | Fahringer |
| Elective | PAS 665 | 3 | Irving |
| Internal Medicine 1 | PAS 669 | 3 | Chatterjee |
| Internal Medicine 2 | PAS 669 | 3 | Chatterjee |
| Emergency Medicine | PAS 670 | 3 | Powdrill |
| Psychiatry | PAS 671 | 3 | Fahringer |
| Seminar in PA Studies | PAS 680 | 2 | Chatterjee |

**STUDENT EMAIL ADDRESSES**

The University of Kentucky has issued a "UK email address" to each student. This email address is an important mode of communication with faculty and staff. The PA faculty and staff will use ONLY UK EMAIL ADDRESSES for correspondence and it is each student's responsibility to check that email account. Email addresses on file with the program cannot be personal email accounts and cannot be an @g.uky.edu account. It must be an @uky.edu account.

Student mailboxes in the Exchange server typically close one (1) week after graduation. However, students can choose to have their email forwarded to a different mailbox (either a personal mailbox or a university sponsored mailbox such as Google Mail or Office365). If a student has their email forwarded, they are able to keep their email address (first.last@uky.edu) indefinitely. If you have questions about forwarding university email to a different mailbox after graduation, please contact the UKIT help desk at 218Help@uky.edu or at 859-218-4357 for support.

**SOCIAL MEDIA TOOL**

You will be receiving an invitation from the Clinical Team to join Slack. Slack is a relatively secure online tool for communication with the Clinical Team. Posts are not for public consumption (other than your classmates who would be able to see some of your posts). Use your first initial (J for John) and full last name (Doe) while creating an account in Slack.

* Know your Slack team domain (ukpa2018.slack.com)
* Create your account in [www.slack.com](http://www.slack.com), enter team domain name ukpa2018, create user name and password
* Acceptable email address domain for login is uky.edu only.

While Slack is a more informal mode of communication, you must give every member of the class and your faculty respect when communicating via these channels, just as you would during an in-class discussion. The Clinical Team will NOT provide your grades or discuss any personally-identifiable grade information. Discussion on patients must adhere to HIPAA and no personally-identifiable information should be disclosed.

The Clinical Team members available on Slack will be:

Dr. Somu Chatterjee (somu.chatterjee)

David Fahringer (dafahr1)

Shelley Irving (srirvi2)

**SOCIAL MEDIA GUIDELINES**

Participation in social media and online activities such as blogging, tweeting, wiki, or any other form of online publishing is more the norm than the exception in our lives. As a future health care professional you will be held to a higher standard of behavior regarding the use of these types of activities. The tenets of professionalism, good taste, and common sense should permeate every aspect of your social media interaction. If, as part of your activities online, you identify yourself as a student in the University of Kentucky College of Health Sciences, you are now connected to every person in your class, your program, your group, and even those who will follow you as students. The following guidelines and policies are intended to help you make the proper choice as you engage in social media.

Be thoughtful how you represent yourself on social networks. The line between private and public, personal and professional typically blur in online social networks. Respect your colleagues and your audience. Recognize that your cohort, students in general, and the community as a whole represent diverse customs, values and points of view. Express your opinion, be yourself, but be respectful. This includes avoiding the use of obscenities, personal insults, ethnic, religious or racial slurs, sexually harassing or inappropriate commentary, as well as topics that can be considered inflammatory or obscene. If you are unsure, ask for guidance from faculty. Respect the privacy of others, especially classmates, other students, faculty and staff. If you disagree with anyone, it is rarely appropriate to air your differences publicly. Use sound judgment in considering anything you put into writing as it will be seen by others.

**NAME CHANGES**

If your legal name changes during the clinical year, please notify:

* The PA Program Office (ddjone1@uky.edu or 859-218-0498)
* The Registrar's Office (<https://www.uky.edu/registrar/registrar-student-account>)
* The AHEC Central Office (<https://medicine.mc.uky.edu/AHECFactSheet/>)
* The UKIT Service Desk (AFTER your name has been changed at the Registrar's Office) at 859-218-HELP (4357) or 218Help@uky.edu. Request a "display name update".
* The UK Online Directory (<http://www.uky.edu/Directory/Updates/>)

**ID BADGES**

Identification badges must be worn while at rotation sites and when returning to campus for end-of-rotation exams. UK ID badges are to be turned in to the UK PA Studies program at the end of the clinical year.

**PERSONAL CONTACT INFORMATION**

It is the student's responsibility to make sure the student has the most up-to-date contact information (cell phone, mailing address) at all times. This information is to be updated in emedley and inform Donna Jones at ddjone1@uky.edu.

**LOCKERS**

Personal items must be removed from all lockers after the four-week intersession prior to beginning clinical rotations. This should be complete at the end of clerkship orientation. Locks and items left on/in lockers at the time they are to be reassigned to the incoming PA class will be thrown away.

**MAILBOXES**

Students must empty mailboxes in the student lounge by the end of clerkship orientation.

**COMPLIANCE**

Throughout rotations, students must demonstrate compliance with all required documentation requested in emedley. This documentation includes a compliance form from University Health Services (UHS), a current TB skin test, BLS and ACLS cards, certificates of training for HIPAA and Blood Borne Pathogens and proof of medical insurance. If a TB skin test is completed at a clinical rotation site or other non-UHS facility, documentation of this test must be submitted to UHS and an updated UHS compliance form must be uploaded into emedley. An electronic copy of your updated TB skin test documentation can be emailed to uhsnurse@uky.edu to receive an emailed notification of compliance. Failure to comply with all required documentation can lead to cancellation of a rotation and delay of graduation. Additional information about submitting documentation to UHS can be found at <http://ukhealthcare.uky.edu/uhs/student-health/compliance/>.

UHS compliance forms can be retrieved online. Log on to the linkblue site, and then select myUK. Under My Info, select Student Health then click on "messages". Open the message; right-click to print to paper or PDF for future reference. You cannot do this from a mobile device. If you have technical issues, please contact cheryl.herron@uky.edu or greg.redmon@uky.edu. If you have questions about your immunizations, you may replay to the nurse who sent the message to you.

**TEXTBOOKS AND RESOURCES**

Students can access over 150 select medical reference texts, free of charge through the Medical Center Library E-books page found at <https://libraries.uky.edu/record.php/?lir_id=326>. At this site, students will be able to search e-books by category (i.e.: from allergy, asthma to urology). For information on how to access this page off-campus, please contact the Medical Center Library at 859-323-8285. Any student experiencing difficulty accessing UK's online databases through a proxy server from an off-campus location should email campusaccess@uky.edu.

Information relating to accessing UpToDate can be found at

<http://www.mc.uky.edu/medicine/up2date.asp> and <http://libguides.uky.edu/content.php?pid=175446&sid=5126272>.

**SUNRISE CLINICAL MANAGER**

If you are assigned to a clinical rotation at UK's Chandler Medical Center and cannot access Sunrise Clinical Manager, please contact Trish Seabolt (trish.seabolt@uky.edu), Gulden Smith (g.smith@uky.edu) and Douglas Keebortz (douglas.keebortz@uky.edu) for assistance.

**GENERAL SAFETY RESOURCES AND LINKS**

Resources pertaining to student safety can be found at:

<http://www.uky.edu/Police/resources-and-links.html>.

Active shooter training and Crisis Prevention and Intervention (CPI) training should have been completed prior to the start of the clinical year.

**UNIVERSITY SERVICES**

The links below provide information about UK services that could be useful to students throughout the clinical year.

* University Health Service: <http://ukyhealthcare.uky.edu/uhs/>
* Counseling Center: <http://www.uky.edu/StudentAffairs/Counseling/>
* Student Account Services: [www.uky.edu/studentaccount/](http://www.uky.edu/studentaccount/)
* Financial Aid: <http://www.uky.edu/financialaid/>
* Registrar's Office: <http://www.uky.edu/registrar/>
* Medical Center Library: <http://libraries.uky.edu/MCL>

**USING THIS MANUAL**

All documents referred to in the text of this manual that are printed in **orange text** will be available in the "Clinical Year Documents" in the PAS 680 Canvas shell under "Files”/”Modules".

**STANDARDS AND OBJECTIVES**

**PROGRAM EXPECTATIONS FOR THE CLINICAL YEAR**

All the University of Kentucky Physician Assistant students will complete the following rotations in the clinical year over a period of 12 months:

1. Family Medicine (8 weeks)
2. Internal Medicine (8 weeks)
3. Emergency Medicine (4 weeks)
4. Geriatrics (4 weeks)
5. Pediatrics (4 weeks)
6. Women’s Health (4 weeks)
7. Behavioral and Mental Health (4 weeks)
8. General Surgery (4 weeks)
9. Selective (4 weeks)
10. Elective (4 weeks)

**Clinical Expectations**

Upon completion of the clinical year, physician assistant students should be able to perform the following tasks and functions expected of a recently graduated competent Physician Assistant. It is expected that the competencies will be accrued throughout the entire clinical year and would include patients seeking medical care ***across the lifespan*** to include infants (birth – 1 y/o), children (> 1 – 11 y/o), adolescents (>11 – 21 y/o), adults (> 21 – 65 y/o) and the elderly (> 65 y/o). The experiences in the clinical year would at a ***minimum include preventive, emergent, acute and chronic patient encounters in various clinical settings* (Appendix A contains definitions for each patient encounter type)**. In addition, students will have exposure to patients seeking care relative to **women’s health** (including prenatal and gynecologic care), patients seeking care for **conditions requiring surgical management** (including pre-, intra-, and post-operative care), and patients seeking care for **behavioral and mental health conditions** **(Appendix A also contains definitions for each of these specific patient exposure types)**. At the end of the clinical year a competent PA student should be able to:

1) Elicit a comprehensive/focused medical history and perform appropriate physical examination on patients.

2) Develop a prioritized differential diagnosis and select a working diagnosis following a patient encounter.

3) Develop a diagnostic plan for a common clinical presentation (including ordering and interpreting diagnostic tests).

4) Develop a treatment plan using pharmacotherapeutic principles and knowledge of medications for commonly encountered ailments.

5) Provide an oral presentation of a patient encounter in the ambulatory or inpatient settings.

6) Provide accurate and concise documentation (electronic or on paper) of an office visit clinical encounter or a hospital admission.

7) Provide case specific preventive care (Counselling patients (or families) on patient safety and/or effective health promotion and/or disease prevention strategies).

8) Provide care for acutely ill or injured patients in urgent and emergent situations.

9) Provide care for patients with chronic conditions.

10) Identify referral criteria for cases.

11) Seek out constructive feedback from and provide constructive feedback to colleagues and other health professionals.

12) Demonstrate responsibility and accountability in all clinical and educational activities, managing personal attributes, commitments and/or limitations that might impact one’s effectiveness as a physician assistant.

13) Display respect, compassion, sensitivity, and responsiveness to a patient’s culture, age, gender, ethnicity, belief system, sexual orientation, and abilities.

The program expects that patient encounters will allow each student to meet program expectations and acquire the competencies needed for entry into clinical PA practice. The above expectations are embedded as learning objectives, assignments and evaluations within each course syllabus. Each specific task is related to a specific program expectation and competency. At the end of each rotation, each student will be evaluated using assignments and preceptor evaluations that are mapped to the above outlined program expectations. At the end of the clinical year, each student will be again evaluated by the end-of-the-year summative evaluation(s) to assess if they are competent as outlined in the program expectation(s).

**INSTRUCTIONS FOR EACH 4-WEEK ROTATION**

1. On the first day/prior to, please sit down with your preceptor and share the following:
	1. Review the Preceptor Evaluation of Student Performance tool.
	2. Fill out the preceptor/site information info on Qualtrics. The link can be accessed via Canvas. Request the preferred email or phone number of the preceptor where the electronic version of the end of clerkship evaluation can be sent. Document the information in the course assignment section created specifically for entering this information on Canvas. NOTE: Emedley requires each preceptor to have a unique email address, therefore a commonly used email address for the practice (like that of the office manager) would not work.
	3. Agree on a couple of dates in the last week of the clerkship when you can orally present the history and physical, differential diagnosis and clinical intervention of a case to the preceptor. Please refer to individual course maps for the required clerkship specific tasks.
	4. Agree on a couple of dates in the last week of clerkship to demonstrate your counseling skills to the preceptor.
	5. If you are required to perform more than one H&P in a clerkship, please plan for additional dates.
	6. All the tasks (H&P and counseling) where the preceptor has to evaluate the student can be done with a single comprehensive case.
	7. Please plan your four weeks of schedule with your preceptor, taking into account any preceptor absence during the four weeks. When the preceptor is not present, please request additional clinically oriented activities that you can do in the preceptor’s absence under the supervision of another provider.
	8. In the event of gaps in the preceptor’s schedule, please apprise the clinical team for direction.
	9. In the event of insufficient experience as deemed by the clinical team, alternate experiences may be explored.
	10. Please inquire about access to medical records of patients.
2. Please refer to the course map and syllabus for the clerkship. It is highly recommended that you plan out all the activities of the rotation with your preceptor including the number of patients you will need to see in each rotation. Refer to the document **“Examples of Student Case Volume over the Past 3 Years” (Appendix D).** The information is based on the review of data from the previous clinical years.
3. For your final evaluation with the preceptor, please select a case that is complex enough in order to demonstrate your skills in accordance with the evaluation rubric. The preceptor will use your presentation of the case or cases to evaluate your skills by answering the questions in the evaluation rubric. Please read the evaluation rubric in detail.
4. Please refer to individual course maps and course syllabi for understanding the process of final grade calculation.
5. On average, students have traditionally completed about 150 hours of clinical work during each four-week rotation. Use this as a guide to plan your clinical schedule.
6. All students are expected to follow the preceptor’s schedule including rotating on weekends and holidays. Additionally, the students may need to rotate on weekends in order to enhance their clinical skills.
7. The program will strictly adhere to the University of Kentucky Absence Policy pertaining to excused absences.
8. Any unapproved absence from clinical rotation will be viewed seriously and investigated. If the student found missing without written approval for leave, the student will be brought before the Clinical Sub-Committee and Standards and Progression Committee, if necessary. This may result in failure of the course due to unprofessionalism.
9. Please log all cases into emedley. Emedley provides a video link with instructions on how to log in cases. Your emedley logs will be used to verify your skill sets when you apply for a job after graduation so please document meticulously. Please enter only the total number of hours for each day beginning the time you start your rotation and ending when you leave the rotation to go home. Accurate logging of cases in emedley is essential for post-graduate credentialing and employment verification.
10. At the end of every 4-week rotation, including FM1 and IM1, except elective and selective, students will take the PAEA end-of-rotation exams (except Geriatrics exam which will be created by the course director and administered via Canvas). The scores will be factored into the grades.
11. It is the students’ responsibility to plan their finances throughout the clinical year. Please budget accordingly.
12. Students will be placed in clinical rotation sites throughout the state of Kentucky. The program will try to coordinate with AHEC for housing. However, students will be responsible for their own housing.
13. Requests to change confirmed rotations are highly discouraged and will be assessed on a case by case basis.
14. Professionalism: all syllabi will have a requirement on professionalism which would include but not limited to
	1. Failure to show respect to preceptors or any member of healthcare team
	2. Disrespecting faculty
	3. Absence from rotation without written approval
	4. Others as determined case by case
15. Attendance at End-of-Clerkship on-campus in class PAS 680 call back days is mandatory. No requests to skip EOC days will be entertained. The PAS 680 attendance policy will be in accordance with the University of Kentucky rules and regulations.

**Course Syllabi and Course Maps** are provided at the end of this manual (Appendix B).

**Additional Instructions for Each Rotation:**

* + - 1. Make contact with the preceptor at least two weeks prior to the first day of the rotation to determine your rotation schedule and duties (unless otherwise instructed by the Program). Arrange a meeting time and place for the first day of the rotation. Get a list of facilities at which the preceptor provides services. You will then need to contact each facility (including affiliated hospitals) to endure you have all materials/requirements before the rotation begins.
			2. Enter into canvas the preferred unique email (not shared by the office)/phone number for the preceptor to fill out the electronic evaluation.
			3. Complete the necessary AHEC Fact Sheet for housing and mileage reimbursement. This should be updated as each new rotation is confirmed. All students should fill out the Fact Sheets to include all rotations, no matter if the rotation is in an AHEC area or not. The link to the AHEC Fact Sheet can be found at <http://medicine/mc.uky.edu/AHECFactSheet>. Students are NOT ALLOWED to change the AHEC housing arrangement WITHOUT RECEIVING PRIOR APPROVAL FROM THE REGIONAL AHEC CLINICAL COORDINATOR. The sensitive nature of AHEC housing assignments requires students to notify AHEC regional coordinators of the presence of family members, boyfriends/girlfriends, etc. on the premises. All AHEC living quarters MUST be left in a clean and orderly condition. The AHEC Fact Sheet must be complete before an AHEC reimbursement will be released to a student.
			4. Meet with the office staff and hospital officials to apprise them of your schedule and expected duties. The preceptor will provide information about the degree to which this is necessary. Students must not substitute for clinical or administrative staff during supervised clinical practice experiences.
			5. Notify the PA Program office of ALL absences during the rotation. All absences must be signed by the preceptor and approved by the Senior Faculty Clinical Coordinator. See **Absence Form**.
			6. Complete a mid-rotation **self-evaluation** and schedule a mid-rotation conference with the preceptor to review clinical progress and to identify any areas of weakness. See your rotation requirements as this may impact your grade. Request an onsite visit by a clinical coordinator if a problem threatens your rotation performance.
			7. Maintain the Emedley database at all times. At the end of each rotation cycle, students must print a copy of the case log and review this with the assigned preceptor. This should then be signed and dated by the preceptor. The documents are then to be scanned and uploaded to the course Canvas shell.
			8. Complete all required rotation objectives. As a general rule, students should be actively engaged in clinical duties by the second week of the rotation. The first few days are typically spent in orientation and observation. Failure to become actively engaged in clinical work beyond mere observation by the second week of the rotation warrants a call to the Senior Faculty Clinical Coordinator. In these instances, either a site visit for a phone call to the preceptor may be scheduled. Failure to accomplish a significant number of the rotation objectives should be reported to the Senior Faculty Clinical Coordinator.
			9. Complete all assigned written assignments for each rotation and submit it to the course director per syllabus instructions.
			10. Each student must schedule and End-of-Rotation meeting with the preceptor to review performance and confirm completion of the **Preceptor Evaluation of Student Performance**. Ideally the preceptor will complete the evaluation electronically. In case the preceptor cannot fill out electronically, please notify the program. It is the responsibility of the student to confirm the preceptor’s completion of the evaluation form.
			11. Attend all End-of-Rotation/PAS 680 sessions.

**TECHNICAL STANDARDS – COLLEGE OF HEALTH SCIENCES**

<https://www.uky.edu/chs/sites/chs.uky.edu/files/Docs/CHS-Tech-Standards.pdf>

The College of Health Sciences promotes the broad preparation of students for clinical practice. Regardless of the health care discipline, students must demonstrate competence in those intellectual, physical and social tasks that together represent the fundamentals of professional practice. Applicants and students will be judged not only on their scholastic achievement and ability, but also on their intellectual, physician and emotional capacities to meet the full requirements of the curriculum and their respective professional program. Admissions Committees have been instructed to exercise judgment on behalf of the faculty to select the entering class, and in so doing, to consider character, extracurricular achievement, and overall suitability for the health professions based upon information in the application, letters of recommendation, and personal interviews.

The professional accreditation association for each of the College's individual professional programs requires that the curriculum provide a general professional education, which enables each student to deliver entry-level clinical services. This requires the development of a broad array of basic knowledge, skills, and behaviors, appropriate to enabling self-directed learning to further professional development and deliver competent health care. The basic and applied science components of each program's professional curriculum are designed to establish a core of knowledge necessary for clinical training. The clinical curriculum typically includes diverse experiences in ambulatory and in-patient settings. These rotations develop the ability to practice independently, without regard for any future choice of specialty. Each student is required by the faculty to pass each required course and clinical rotation in order to graduate.

The following technical standards specify those attributes that the faculty consider necessary for completing the professional education within the College and enabling each graduate to subsequently enter clinical practice.

These standards describe the essential functions a student must demonstrate in order to fulfill the requirements of a general professional education, and thus, are prerequisites for entrance, continuation, and graduation. The University of Kentucky College of Health Sciences will consider for admission to a selected program any applicant who demonstrates the ability to perform or to learn to perform the skills specified in this document for that program. Applicants are not required to disclose the nature of any disability(ies) to the Admissions Committee; however, any applicant with questions about these technical requirements is strongly encouraged to discuss the issue with the Assistant Dean for Student Affairs prior to the interview process. If appropriate, and upon the request of the applicant/student, reasonable accommodations may be provided.

Certain chronic and recurrent illnesses and problems that interfere with patient care or safety may be incompatible with clinical science training or clinical practice. Other illnesses may lead to a high likelihood of student absenteeism and should be carefully considered. Deficiencies in knowledge, judgment, integrity, character, or professional attitude or demeanor, which may jeopardize patient care, may be grounds for course/rotation failure and possible dismissal from the program.

Applicants must possess aptitudes, abilities and skills in five areas: 1) observation; 2) communication; 3) sensory and motor coordination and function; 4) conceptualization, integration and quantification; and 5) behavioral and social skills, abilities and aptitude. Students must be able to meet the Technical Standards of their individual programs.

**TECHNICAL STANDARDS – DIVISION OF PHYSICIAN ASSISTANT STUDIES**

<https://www.uky.edu/chs/sites/chs.uky.edu/files/PAS/PAS-TECHNICAL-STANDARDS.pdf>

1) **Observation:** Students must be able to observe demonstrations and conduct experiments in the basic sciences, including, but not limited to: physiologic and pharmacologic demonstrations in animals, microbiologic cultures, and microscopic studies of micro-organisms and tissues in normal and pathological states. A student must be able to observe a patient accurately at a distance and close at and, noting non-verbal as well as verbal signals. Specific vision-related requirements include, but are not limited to, the following abilities: skin, culture media, and dipstick tests; visualizing and discriminating findings on x-rays and other imaging tests; reading written and illustrated material; observing demonstrations in the classroom, including projected slides and overheads; discriminating numbers and patterns associated with diagnostic instruments and tests such as sphygmomanometers and electrocardiograms; suing instruments competently, such as stethoscope, otoscope, ophthalmoscope, and microscope.

2) **Communication:** Students must be able to relate effectively with patients, conveying a sense of compassion and empathy. A student must be able to communicate clearly with and observe patients in order to elicit information, accurately describing changes in mood, activity and posture, and perceive verbal as well as non-verbal communications. Communicate includes not only speech but also reading and writing. Professional education for physician assistants presents exceptional challenges in the volume and breadth of required reading and the necessity to impart information to others. Students must be able to communicate quickly, effectively and efficiently in oral and written English with all members of the health care team. Specific requirements include but are not limited to the following abilities: communicating rapidly and clearly with the medical team on rounds; eliciting a thorough history from patients; and communicating complex findings in appropriate terms to patient and to various members of the health care team (fellow students, physicians, nurse's aides, therapists, social workers and others). Students must learn to recognize and promptly respond to emotional communications such as sadness, worry, agitation, and lack of comprehension of physician communication. Each student must be able to read and to record observations and plans legibly, efficiently and accurately in documents such as the patient record. Students must be able to prepare and communicate concise but complete summaries of individual encounters and complex, prolonged encounters, including hospitalizations. Students must be able to complete forms according to directions in a complete and timely fashion.

3) **Sensory and Motor Coordination or Function:** Students must have sufficient sensory and motor function to perform a physical examination utilizing palpation, auscultation, percussion, and other diagnostic maneuvers. In general, this requires sufficient exteroceptive sense (touch, pain and temperature), proprioceptive sense (position, pressure, movement, stereognosis and vibratory), and motor function. A student should be able to execute motor movements reasonably promptly to urgencies within the hospital, and must not hinder the ability of their coworkers to provide prompt care, measure angles and diameters of various body structures using tape measure and goniometer, measure blood pressure and pulse. A student should be able to learn to perform basic laboratory tests (urinalysis, complete blood count, etc.), and diagnostic and therapeutic procedures (phlebotomy, arterial blood gas drawings, lumbar puncture, arthrocentesis, etc.). Examples of such emergency treatment reasonably required of physician assistants including arriving quickly when called and initiating appropriate therapeutic procedures, administering intravenous medication, applying pressure to stop bleeding, opening obstructed airways, suturing uncomplicated wounds, and performing uncomplicated obstetrical maneuvers.

4) **Intellectual-Conceptual Integrative and Quantitative Abilities:** These abilities include measurement, calculation, reasoning, analysis, judgment, numerical recognition and synthesis. Problem solving, a critical skill demanded of physician assistants, requires all of these intellectual abilities, and must be performed quickly, especially in emergency situations. Students must be able to identify significant findings from history, physical examination, and laboratory data, provide a reasoned explanation for likely diagnoses, and prescribe medications and therapy, recalling and retaining information in an efficient and timely manner. The ability to incorporate new information from peers, teachers, and the medical literature in formulating diagnoses and plans is essential. Good judgment in patient assessment, diagnostic and therapeutic planning is essential; students must be able to identify and communicate the limits of their knowledge to others when appropriate. Student must be able to interpret graphs describing biologic relationships and do other similar modes of data analysis.

5) **Behavioral Attributes:**  Empathy, integrity, honesty, concern for others, good interpersonal skills, interest and motivation are all personal qualities that are required. Students must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt of all responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive and effective relationships with patients. At times, this requires the ability to be aware of and appropriately react to one's own immediate emotional responses. For example, students must maintain a professional demeanor and organization in the face of long hours and personal fatigue, dissatisfied patients, and tired colleagues. Students must be able to develop professional relationships with patients, providing comfort and reassurance when appropriate while protecting patient confidentiality. Students must possess adequate endurance to tolerate physically taxing workloads and to function effectively under stress. All students are at times required to work for extended periods, occasionally with rotating shifts. Students must be able to adapt to changing environments, to display flexibility and to learn to function in the face of uncertainties inherent in the clinical problems of many patients. Students are expected to accept appropriate suggestions and criticism and if necessary, respond by modification of behavior.

**PROFESSIONAL STANDARDS**

The **Preceptor Evaluation of Student Performance** completed by the preceptor includes a number of Professional Standards. An unsatisfactory grade in ANY of these standards on the preceptor's evaluation will result in a failing grade for the clerkship and may result in future disciplinary measures depending on the nature/severity of the infraction. Students should review and discuss unsatisfactory marks with their preceptors during their mid-rotation evaluation. Any failed rotation will be repeated at the end of the clinical year.

**PROFESSIONAL CONDUCT**

Students will work closely with a wide range of professional during clinical rotations, so their conduct must be exemplary in all clinical situations. A professional relationship should be established with all medical colleagues and patients. Most will be friendly and helpful but also observant of student behavior. Examples of inappropriate behavior include acting superior, rudeness, showing off, anger, or acting in a condescending manner. Moreover, students are expected to maintain a professional appearance by wearing a short lab coat and their UK Physician Assistant Student ID badge during all rotations – unless otherwise advised by the preceptor. Student rotation experiences should be pleasant and satisfying, but not without occasional problems. As a general rule, the earlier the program learns about any problems, the easier they are to resolve. The course director should be the initial contact person. If any situation involves the possibility of legal action, students are required to contact the Senior Faculty Clinical Coordinator immediately. Students should contact their course director if they witness any inadequate/inappropriate events while on rotations.

**CODES OF STANDARDS AND BEHAVIOR**

In order to ensure a professional environment, University of Kentucky regulations require that the institution's rules, regulations, and policies be presented to all incoming students. To comply with this regulation, students are presented with documents or web addresses describing these policies. It is the students' responsibility to familiarize themselves with the salient features of these documents and keep them in their possession during the entire educational program. Penalties for violating the policies and regulations contained in these documents can be severe.

**UK HEALTHCARE COLLEGES CODE OF STUDENT PROFESSIONAL CONDUCT**

<http://www.uky.edu/regs/files/HCCcode.pdf>

**BEHAVIORAL STANDARDS IN PATIENT CARE**

<http://www.uky.edu/regs/files/BehavioralStandardsPatientCare.pdf>

**UK CODE OF STUDENT CONDUCT**

<http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

**PHYSICIAN ASSISTANT STUDIES PROGRAM Policies & Procedures Manual**

Section 3.7 of the program's Policies and Procedures Manual describes Professional Behavior expected of all students during enrollment in the UK PA Program.

**DRESS CODE**

As educators and clinicians, we try to balance our individual rights with the rights of patients and the traditions of medical practice. However, because an atmosphere of conservatism pervades clinical medicine, it is a requirement that all students dress in a conservative and professional manner during all encounters with patients and other medical personnel. Accordingly, all students are expected to maintain the highest standard of personal hygiene. This policy is consistent with Section 2, Principle B8 of the Albert B. Chandler Medical Center **Behavioral Standards in Patient Care**. **A short white lab coat, unless instructed otherwise) with the student's ID badge is a requirement for all clinical encounters with patients. Men are expected to wear a tie while on rotations, except when otherwise advised by the preceptor.** Professional attire WILL meet the modesty test when standing, sitting, stretching or bending over; thigh, belly, backside, chest and/or undergarments should not be visible when performing a physical exam. When returning to the UK campus for classroom sessions, the student ID will be worn. Because we have guest lecturers during the End-of-Rotation meetings, professional dress is also required on these days.

**ROTATION ATTENDANCE**

Students are assigned to a minimum of 4 weeks for each rotation block. Students who do not meet the minimum standard may not graduate on time. Any missed clinical days FOR ANY REASON other than programmatic call back days require the submission of an **Absence Form** signed by the preceptor to the Senior Faculty Clinical Coordinator.

Students may be invited to participate in AHEC-sponsored events. Participation in the PA Lobby Day at Frankfort in February each year is an approved day of absence from the clinical rotation. However, a signed list of student attendees for the lobby day will be submitted to the program. Students may opt to volunteer but it will not count toward the 4 weeks required for the rotation. If students choose to volunteer, they need to first discuss the absence with the preceptor.

All students will upload a copy of their **shift schedule** as a PDF file for each new rotation within the first two days of starting the rotation in the Canvas shell for the course. This allows clinical coordinators to schedule and complete site visits in a timely manner. If there is a change in a student's schedule, including shift times and site locations, an updated copy of the schedule must be posted to Canvas within 12 hours of any change.

Students are required to participate in all scheduled rotation learning activities. Anticipated absences from a scheduled activity must be approved at least three weeks in advance by the preceptor and the Senior Faculty Clinical Coordinator based on the UK Excused Absentee Policy. Taking a day off from the clinical rotation setting to study for an upcoming End-of-Rotation exam is not allowed.

Any unexcused absence from a scheduled rotation learning activity may result in a failing grade for the course. Any absence (including excused absences) will require make-up work. If a student is not at a site when a clinical coordinator arrives for a site visit, the student will have a 10% deduction on the final course grade. It is the student's responsibility to submit an **Absence Form** signed by the assigned preceptor to the Senior Faculty Clinical Coordinator PRIOR to the absence. A clinical coordinator will review and approve/decline the request for absence.

**Excused Absences:** S.R. 5.2.4.2 defines the following as acceptable reasons for excused absences. Students will attach documentation of the absences to a rotation **Absence Form**.

1) Serious illness

2) Illness or death of a family member

3) University-related trips

4) Major religious holy days

Students should consult the official academic calendar for school-approved holidays. Excused absences for Religious Holy Days are approved in accordance with the University of Kentucky policy. Any absence to observe religious or holy days must be reported to the Senior Faculty Clinical Coordinator, the course director and the clinical preceptor at least four weeks in advance. Reasonable attempts will be made to accommodate a student's request for absence due to religious reasons. While absences for religious holidays are excused, the student will still need to make up the hours that are missed.

More information is available regarding UK's policies regarding accommodation of religious observations is available at <http://www.uky.edu/Ombud/ForFaculty_ReligiousHolidays.php>.

Other special circumstances may be determined by the Senior Faculty Clinical Coordinator to be "reasonable cause for nonattendance" (i.e., court appearance).

If a preceptor has a change in the regular working schedule and there are no other providers on site available to work with a student, the student must immediately contact the Senior Faculty Clinical Coordinator. There will be an audit of student hours in January 2018, as well as in June 2018. If a student has recorded hours less than the class average at the end of the clinical year, that student may be required to make up hours during an additional rotation placement (or placements) to achieve the required experience. The rotation placement will be selected at the discretion of the Senior Faculty Clinical Coordinator and will result in an additional tuition cost to the student. If the preceptor has an unexpected absence during the rotation, the student is to notify the Senior Faculty Clinical Coordinator to discuss how the student will work the necessary hours for that rotation.

It is mandatory that students attend all scheduled rotation clinics, meetings and rounds. Daily attendance is expected throughout each rotation. Students will follow the preceptor's schedule and will not request different hours. Should a student place such requests (considered unexcused), the student will be asked to appear before the Standards Committee. **Students must notify the Senior Faculty Clinical Coordinator, course director and assigned preceptor of all absences during a rotation. Failure to do so constitutes an unexcused absence. Excused absences will require verification and necessitate a make-up of the missed time. A single unexcused absence will result in a 10% letter grade reduction in the overall course grade.**  Therefore, it MANDATORY that students notify the Senior Faculty Clinical Coordinator, course director and preceptor of any absences in a timely manner. Students must complete the rotation **absence form** signed by the preceptor and submit it to the Senior Faculty Clinical Coordinator.

See the section entitled "Changes to the Rotation Schedule" (under the Policies and Procedures section of this manual) for specific policies regarding absenteeism and leaves of absence.

In cases of inclement weather, the student works the preceptor's scheduled work hours. The student is not excused from rotations when the University of Kentucky classes are cancelled.

**REQUEST FOR LEAVE OF ABSENCE (4 WEEKS)**

If a student requires time off equal to one scheduled 4-week rotation, the student must submit a letter of request to the Standards Committee for review and approval (letter addressed to the Director of Graduate Studies and copied to the Senior Faculty Clinical Coordinator). The letter must state the reason(s) for the requested leave of absence; the dates requested; how the rotation is to be made up following the return to rotations; a plan for keeping current with studies during this leave of absence. The letter should be submitted at least two weeks in advance, unless the leave is requested due to an immediate medical need. The student will be able to start back on rotations at the beginning of a new rotation block for the class. Leaves of absence are taken seriously and will be carefully reviewed for necessity by the Standards Committee. Appropriate documentation related to the absence will be required. Students are still responsible for material covered in PAS 680. If delayed rotations overlap with the next incoming class, rotations will start with the rotation block dates established for the incoming class.

**REQUEST FOR MEDICAL WITHDRAWAL**

Students who are experiencing medically related issues, either personal or related to immediate family members, requiring an absence of more than three months should request a medical withdrawal through the Standards Committee. Students will need to provide adequate medical documentation so that the Standards Committee can determine the appropriate action and length of absence. Adequate documentation includes, but is not limited to, medical diagnostic materials issued by the physician overseeing the treatment plan for the specified person. Providing a release of information may be required in some circumstances to make a final determination on the appropriate medical withdrawal.

**EOR CALL BACK DAYS**

Students are required to return to campus for one to two days at the end of each 4-week rotation. During this time, students will take end-of-rotation (EOR) exams, attend lectures and complete competency assessments and other tasks as required. ***All assignments and paperwork will be electronically uploaded to the respective folders under each course in Canvas. NO EXCEPTIONS.***  Attendance at the EOR call back days is required for your PAS 680 Seminar in Physician Assistant Studies course. Attendance will be taken in Canvas.

Students will complete evaluations of their preceptor, clinical site, course, course director and the Clinical Team. Students will also be required to complete evaluations of all PAS 680 guest lecturers.

To park on campus for the EOR meetings, students will receive a letter from the program to take to UK's Parking and Transportation office. This letter will allow students to purchase scratch-off hang tags to display on the rearview mirror when parking on campus. Students need to scratch off the date the ticket is being used before it is displayed. This letter will allow students to purchase as many parking hang tags as needed to get through the clinical year. The current cost of these temporary parking tags is $3.50/each. Students assigned to a rotation on UK's campus will need to contact the Lexington-campus educational coordinator to receive a letter that will allow them to purchase a temporary permit for the duration of the rotation.

Students are to keep all personal items and study materials in the back of the classroom during all administered exams.

**ROTATION PRINCIPLES**

The clinical year of the University of Kentucky Physician Assistant Studies Program consists of a series of rotations and PAS 680, the on-campus Seminar in Physician Assistant Studies course. Successful completion of all rotations and PAS 680 is required for graduation. In the clinical year, students must complete a series of clinical objectives, professional manner objectives and End-of-Rotation (EOR) exams. Students are referred to the course syllabi for details pertaining to rotation and PAS 680 objectives and grading policies.

The Physician Assistant Studies Program and the College of Health Sciences grading policy states that if a student's grade point average drops below 3.0 or the failure of a rotation occurs during the clinical year, the student will be placed on academic probation, provided the student did not fail a course during the didactic year. The Graduate School policy indicates that a student may only exercise one repeat option during their graduate career. For purposes of the UK PA Program, a course continues to be considered a "failed" course, even after the student elects to use a repeat option and successfully completes the course, and if the same course is failed twice (see the UK PA Policies and Procedures Manual under "Program Progression"). Any second failure will result in dismissal or termination from the program.

An unsatisfactory grade on any PROFESSIONAL STANDARD (by the preceptor or the course director) will constitute grounds for a failing grade for the rotation. The student will be referred to the Standards Committee for further action should such an event occur. If a student fails a rotation, it must be repeated in its entirety.

Failure of both an End-of-Rotation exam and the retake examination will constitute failure of the rotation regardless of the preceptor's evaluation.

Any student who repeats an EOR exam will have a 10% deduction from the final rotation grade.

The grading scale across all clinical courses is as follows:

A = 89.5 - 100

B = 79.5 - 89.4

C = 69.5 - 79.4

E = < 69.4 (failure of the course)

The Physician Assistant Studies Program's accreditation regulations state that all preceptors must be MD or DO physicians, certified physician assistants or other licensed healthcare providers. Preceptors may delegate a portion of their PA student teaching responsibility to other clinicians associated directly or indirectly with their practice (MD or DO colleague, PA, NP, psychologist, etc.), but student conduct and accomplishment of rotation objectives remains the responsibility of the assigned preceptor. If a portion of the student's time is spent with other healthcare providers, then additional **Preceptor Evaluation of Student Performance** forms may be submitted for course director consideration when assigning a rotation grade. Course directors reserve the right to either accept or reject these additional evaluations.

The major criteria for approval of preceptors include:

* Board certified or board eligible (physician preceptor or supervising physician for physician assistant preceptors), physician assistant preceptors are NCCPA certified,
* At least 1 year in practice in given specialty,
* 60% of patient load should be in the given specialty of practice

Physician Assistant Studies Program policy mandates clinical activity in rural parts of the state. For this reason, a large percentage of rotations are scheduled in rural areas and ALL clinical-year students are required to complete AT LEAST one rotation in a rural area of Kentucky. Defining rural in the state of Kentucky can be a conceptual problem. "Rural" has been increasingly defined by examining broad categories of information such as social, demographic and economic factors. All students must complete one rural AHEC-qualified rotation. A site that is AHEC-qualified because it is in an underserved urban area (such as some areas of Louisville) may not necessarily fulfill the requirement for a rural AHEC-qualified rotation. Students are responsible for housing if AHEC cannot make arrangements.

**All clinical-year students are reminded that prior to entering the Physician Assistant Studies Program, they agreed that they had the necessary financial resources to support themselves without working for the duration of the program** (see line 15 of the **Physician Assistant Student Rider Form**). During the prescheduling meeting before the beginning of the clinical year, students signed statements that they are capable of traveling freely within the Commonwealth of Kentucky to fulfill the rotation requirements of the Program (see **Prescheduling Form**). **The program works closely with AHEC for student housing. In the event of AHEC being unable to provide housing, the student is responsible for arranging finances for their own housing for the rotation(s).**

Any student who refuses to accept an assigned rotation or who is asked by the assigned preceptor, due to unprofessional performance or behavior, to leave a rotation site will receive a failing grade for the rotation based on an unsatisfactory evaluation of the Professional Standards by the preceptor (see the ACADEMIC PERFORMANCE section of this manual). The course director also has the right to fail a student on a rotation due to unprofessional performance or behavior.

A formal Clinical Education Agreement must be in effect with all clinical institutions prior to commencement of a rotation. On an average it takes 120 days for the legal department and the program faculty to evaluate the preceptor's credentials, experience with students, teaching interests, ability to complete the evaluation objectives, and availability of physical space for a student placement. The affiliated institution will also be evaluated to determine whether it will grant the privileges needed to complete the rotation objectives. Any prospective preceptor or institution that fails to meet University or Program criteria will not be utilized for clinical rotation placements. While the student may request a provider well in advance of the 120-day window, the rotation may have to be cancelled or postponed if the clinical education agreement has not been fully executed before the rotation is scheduled to begin.

Students will not be placed on clinical rotations with relatives, significant others or domestic partners as preceptors and will not be allowed to complete rotations at a site where relatives are employed. The goal of this policy is to minimize rotations at locations in which relationships could unfairly influence the outcome of a student's performance evaluation.

While on rotations, students are expected to keep the same clinical hours as their preceptors. However, because a significant amount of reading is required during rotations, students are advised to limit their hours to the level needed to accomplish the reading objective for the rotation. Students who have clinical assignments of less than 40 hours per week or more than 70 hours per week should discuss this situation with the preceptor and call his/her course director for advice. Students should also contact the program if asked to work more than 14 hours in any 24-hour period without significant time off for rest/study later in the week. This will help prevent students working extremely long hours over the course of just a few days per week. At no point is a student to be left alone in a clinical setting without supervision by a licensed health care provider.

**POLICIES, PROCEDURES & REQUIREMENTS**

**ASSIGNMENT TO ROTATIONS**

Rotations are assigned on the basis of availability. Rotation assignment rests on the Physician Assistant Studies Program clinical coordinators, educational coordinators and faculty. Students were informed at the time of Program admission interviews that they are subject to rural rotation assignments during the clinical year. Therefore, students may not refuse a rotation assignment within the Commonwealth of Kentucky. Students should note that circumstances beyond program control often require changes in rotation assignments. If this occurs, the program will notify the student as soon as possible. Likewise, students are expected to inform the program immediately when they are confronted by a situation requiring assistance from the Clinical Team. The student will submit any **Change of Rotation Request Form** to the Senior Faculty Clinical Coordinator for consideration.

**CHANGES TO THE ROTATION SCHEDULE**

In virtually every Physician Assistant Program across the country, experience has shown that unless strict criteria is established for the management of student rotation schedules once they have been set, the level of changes quite unmanageable and injurious to the program's operation. This is particularly true of the University of Kentucky Physician Assistant Studies Program, which coordinates and manages rotations in close association with the Area Health Education Center (AHEC).

At the time of admission, all students were informed of the Physician Assistant Studies Program's mission to schedule the majority of rotations in rural areas of the state and the necessity of maintaining complete control over the assignment and management of those rotations. Therefore, the following criteria have been established for management of student rotation schedules during the clinical year.

1) The rotation schedule is managed by the educational coordinator. Requests to change a confirmed rotation must be approved by the Senior Faculty Clinical Coordinator. A request by a student for a rotation schedule change must be made in writing by completing **Change of Rotation Request Form** and submitting it to the Senior Faculty Clinical Coordinator for review and approval. U**nder no circumstances will a request be accepted by the Program if the start date of the rotation is less than 120 days from the date of the rotation unless it is determined as necessary by the program.** If a student attempts to contact a physician or AHEC coordinator to change a confirmed rotation without first submitting a **Change of Rotation Request Form** and receiving approval for the request, the student will not be granted the rotation change. Failure to comply with this policy is unprofessional behavior and could be grounds to appear before the Standards & Progression Committee.

2) The Physician Assistant Studies Program, in association with the College of Health Sciences and Office of Student Affairs, has the right to require a student to submit evidence that s/he is free of illness prior to resuming or continuing on rotations if the illness is capable of jeopardizing a patient's health or welfare should absence be due to an illness.

3) A student may request a temporary leave of absence. All requests for leaves of absence must be in writing and submitted to the Standards & Progression Committee and the Program Director. This written request must include a plan for keeping current with studies and a restart date. This will necessitate a Standards & Progression Committee review to determine when the student should restart the clinical curriculum and/or repeat selected rotations. If a leave of absence should occur for any reason and the student makes up all work, the student will need to remain on that leave until such time s/he can resume the 4-week rotation cycle with other students on scheduled rotations.

4) **The Program may decide to make a change in a rotation assignment if:**

* Availability of the preceptor or hospital site changes
* There appears to be "irreconcilable differences" at the site
* The clinical experience or supervision is inadequate
* Circumstances exist that may lead to an unsatisfactory clinical experience.

5) Due to the complexity involved in arranging clinical sites and managing the clinical year schedule, students are not to contact physicians, physician assistants or AHEC coordinators to set up their own rotations. For all rotations, if the clinical site already has an agreement in place to accept PA students for rotations, the educational coordinator or appropriate AHEC coordinator will approach the preceptor about scheduling a rotation AFTER a **Rotation Request Form** has been completed and submitted by the student. If the clinical site does not have an agreement in place, a clinical coordinator will contact the site to discuss expectations for the preceptor, student and program, as well as to initiate the required clinical education agreement. Attempting to schedule a rotation with a provider is considered unprofessional conduct and could result in the student having to appear before the Standards & Progression Committee. A student may forward contact information to the educational coordinator if there is a particular preceptor s/he would like to request, but they are not to contact the preceptor or the office staff to confirm the dates for a rotation or complete paperwork. There will be a 10% penalty to the final rotation grade when a student does not follow this policy. Students are responsible for identifying their elective and selective preceptors. Each student will fill out a "Selective Request Form" and "Elective Request Form" by the end of January. The Clinical Team will meet the following week to review these preceptors and sites for approval and contracts. It is the responsibility of the student to identify a preceptor and provide contact information to the course director for the elective and selective rotations.

Final decisions on rotation assignment changes will be rendered by the Senior Faculty Clinical Coordinator in consultation with the course director and/or program director, if needed. The Clinical Team has the authority to assign the selective and/or elective rotation for any student with identified deficiencies. For the elective and selective rotation assignment, performance evaluations will be reviewed to place students in the most beneficial rotation to enhance clinical education.

A student request to change an assigned rotation will only be considered in rare circumstances pending review by the Senior Faculty Clinical Coordinator. **Difficulty finding housing, financial difficulty, travel expenses, distance from family members or pets, or using a site to help secure future employment will not justify an assignment change.** It is expected that students will accept their rotation schedules with professionalism and without complaint.

**OUT-OF-STATE ROTATIONS**

Students may identify a specific region outside of the Commonwealth of Kentucky for assignment. Students should notify their educational coordinator when an out-of-state physician has been identified as a potential preceptor for instructions on how to proceed with necessary paperwork. Again, all decisions with regard to clinical sites are at the discretion of the Program. Students may complete up to 12 weeks in rotations outside the Commonwealth of Kentucky with Program approval. This includes international travel. Students should understand that this process may require 6-12 months to complete all necessary paperwork to establish the clinical site as an official approved rotation site. Not all states have malpractice insurance requirements that meet the requirements of the University of Kentucky, so availability of out-of-state rotations may be restricted by circumstances beyond the control of the PA Program.

**INTERNATIONAL ROTATIONS**

There is an application process students must complete to be considered for an international rotation placement. The application is reviewed by the Clinical Team. The application deadline is July 31, 2017. Students interested in participating in international rotations should notify Mr. David Fahringer as soon as possible so these rotations can be integrated into the rotation schedule and so students can begin the Program's application process.

Students cannot go on an international rotation within the first four months of rotations. Because of conflicts with the Master's Exams, students should not plan to be out of the country for any of the last three rotation blocks UNLESS they can be back on campus to complete the Master's Exams on the dates scheduled by the Program. A student may participate in an international rotation with a passing grade on all core rotations, the recommendation of the faculty and an overall GPA of at least 3.0. Participation in an international rotation is a privilege. Students must be in good academic and professional standing with the Program and the University.

Students may not go on an international rotation without completion of:

1) 8 weeks of Family Medicine, or

2) 8 weeks of Internal Medicine, or

3) 4 weeks of Family Medicine and 4 weeks of Internal Medicine

After the completion of an international rotation, students will be required to prepare a paper/presentation about the experience. This assignment should include a comparison of the healthcare systems in the US and the host country, drugs that were used, language barriers and cultural differences (especially as they apply to the provider/patient relationship).

The Program will monitor travel warnings for each international rotation site and reserves the right to cancel a student's scheduled rotation if it appears unsafe for the student to travel and work in the designated country.

The Program has ongoing relationships with several international institutions that provide learning opportunities for our students.

The College of Health Sciences encourages students to take advantage of opportunities to study abroad during the course of their education. Grants may be available for study abroad experiences on a limited basis. Students interested in the College of Health Sciences International Grant should contact the Office of Student Affairs. All students should contact the Office of Student Affairs once committed to pursuing an international rotation.

For students interested in international rotations, more information (including scholarship opportunities) is available from the UK International Center at the Education Abroad website (<http://www.uky.edu/international/educationabroad>) and The Graduate School website (<http://www.gradschool.uky.edu/currentstudents/international_travel.html>).

|  |  |  |
| --- | --- | --- |
|  | Education Abroad (EA) Important Dates |  |
| Term Abroad | **EA Program Application Process** | **Scholarship Application** |
| Winter/Spring | Begin by October 1, Complete by November 1 | Complete by October 1 |
| Summer/Fall/Full Academic Year | Begin by March 1, Complete by April 1 | Complete by March 1 |

\*EA at UK Scholarship Applications must be completed one month earlier than the EA at UK Program Application, even though some requirements are common to both applications.

* All full-time UK students are eligible to apply for these scholarships.
* Awards range from $75 - $1500. Awardees and amounts will be determined by a faculty/staff selection committee.
* Awards are currently awarded based on financial needs, but academic merit will also be taken into account.

IMPORTANT: On November 1 or April 1, the online EA at UK program application will be **locked** and you will no longer be able to add or change any application materials. Please be sure to complete **ALL** EA at UK application requirements **before** the "complete by" date listed above.

**PRESCRIPTIVE ACTIVITIES**

**Students may not prescribe any medications.**

The following rules apply to all PA students:

* Students may transcribe prescriptive information for the preceptor [physician or PA], but all prescriptions must be signed by the preceptor. Student names SHALL NOT APPEAR on the prescription.
* Students may NOT SIGN a prescription for a physician, then write their initials after the preceptor's name.
* Students may NOT CARRY A SIGNED PRESCRIPTION PAD; this is a serious violation of Kentucky's PA Rules/Regulations.

Any student violating these rules will have his/her rotation terminated and will be referred to the Standards & Progression Committee for a breach in professionalism. The student will be considered for further disciplinary action or removal from the Program. This is a violation that could potentially be punishable by the Kentucky Board of Medical Licensure. Should students have further questions, they should contact the Senior Faculty Clinical Coordinator or the program director.

**HEALTH INSURANCE, STUDENT HEALTH FEE & VACCINATIONS**

Policies pertaining to Student Health Insurance and the Student Health Fee are currently under review at the College and University levels. Updates on these policies will be provided during clerkship orientation.

Students should visit <http://www.uky.edu/chs/sites/chs.uky.edu/files/img/Summary-of-Vaccination-Requirements.pdf> to learn more about UK's Immunization Requirements for Students with Clinical Responsibilities.

The Physician Assistant Studies Program requires students to document the following before beginning clinical rotations utilizing the University Health Service (UHS) Compliance Form, which includes:

* Tdap vaccination as an adult [may be deferred if Tetanus booster within the past 2 years]
* Hepatitis B vaccination [series of 3]
* Two-Step TB Skin Test [must be renewed annually]
* Varicella [positive (oral) history of chicken pox; positive antibody titer; or documentation of two varicella vaccines with the first does at 12 months of age or older]
* MMR [documentation of two MMR vaccines with the first does at 12 months of age or older; documentation by physician of having had rubeola, rubella, and mumps; or documentation of protective rubeola, rubella, and mumps titers]

Although it will not appear on the UHS Compliance Forms, students are also required to take a seasonal flu shot (for rotations occurring October-March). Students may have these updated tests and immunizations completed at the site of their choice, but documentation of these requirements must be submitted to University Health Service to show compliance with University requirements. Students may submit updated documents by email to uhsnurse@uky.edu. Students need to retain the original documentation from the provider that show immunizations and TB skin tests are current. Future employers will likely require that documentation.

The University Health Service Building is located at 830 South Limestone, directly south of the Kentucky Clinic and next to the Wethington Building. This facility houses Primary Care, Gynecology, Behavioral Health Clinic and Health Education Programs. For appointments, call 859-323-2778. Please take all immunization documents to University Health Service so your records are kept up-to-date there. Upload a copy of your UHS Compliance Form into emedley.

While PA Program faculty members are clinicians, they are not available to serve as health care providers for students. PA Program faculty members are prohibited from seeing UK PA students as patients. In the PA Program setting, please do not seek health care advice for yourself or family members from PA faculty.

**UNIVERSITY OF KENTUCKY IMMUNIZATION REQUIREMENTS**

**FOR STUDENTS WITH CLINICAL RESPONSIBILITIES**

University Health Service (UHS) welcomes University of Kentucky Health Science College students to our clinic. These compliance requirements have been established to protect health care providers, as well as their patients during clinical encounters. These requirements reflect CDC guidelines and UK HealthCare policies. If you have a medical contraindication to one or more of the vaccine requirements, please provide UHS with documentation from your primary care provider. Deadlines for completion of compliance are set by the individual colleges. The following immunizations are required for all students involved in clinical activities:

**Tuberculosis Screening**

**New** Health Science College students are required to complete a 2-step TB Skin Test\* or 2-step equivalent (IGRA).\*\* If you have had a TB test within the last year, please bring a copy with you to your appointment.

**Upperclassmen** must complete a TB skin test or IGRA test on an annual basis. Documentation of a negative Mantoux TB skin test is accepted from other institutions and must include (1) date give, (2) date read, (3) reading in millimeters, (4) name of facility and credentials of person administering and reading test.

**If known history of positive TB test or IGRA test**, documentation must include date of reading in millimeters and chest x-ray. If these records are unavailable, UHS requires a 2-step TB skin test or equivalent IGRA. Students with a positive PPD will participate in annual TB screening by answering a TB symptom questionnaire.

**Tdap (Tetanus, Diptheria, Acellular Pertussis)**

Documentation of one dose of Tdap vaccine as an adult

NOTE: Td (tetanus/diphtheris) vaccine is NOT the same as Tdap

**Hepatitis B**

A series of three injections at recommended intervals or documentation of a protective Hepatitis B surface antibody titer (>10mlU/mL)

**MMR**

Proof of immunity to rubella, rubeola, and mups if born in 1957 or after. One of the following may be used as documentation:

* Documentation of two MMR vaccines with the first dose at 12 months of age or older;
* Documentation by a physician of having had rubeola, rubella, and mumps disease;
* Documentation of protective rubeola, rubella, and mumps titers

**Varicella**

Proof of immunity to varicella by one of the following:

* Positive (oral) history of chicken pox disease;
* Positive antibody titer;
* Documentation of two varicella vaccines with the first dose at 12 months of age or older

**Seasonal Influenza**

One dose of the seasonal influenza vaccine is required if a student is present in a UK HealthCare facility at least one day during designated influenza season (October 1 – March 31)

Appointments are necessary, except during "walk-in week", and may be made by calling 859-323-2778 or online at <http://ukhealthcare.uky.edu/uhs/>. Bring paper copies of all your immunization records to the University Health Service for verification at your scheduled appointment. A nurse will complete your health science compliance form and give you a copy to bring to your Student Affairs Office. UHS is located on the second floor of the University Health Service Building at 830 S. Limestone Street, Lexington, KY 40536.

\*2-step TB Skin Test: two (2) TB skin tests within one year **CONTACT INFORMATION**

\*\*IGRA: Blood test for TB Student Health Fax: 859-257-9809

 Joni Pruitt, RN: jprui00@uky.edu

 Mindy Scott, RN: mindy.scott@uky.edu

**NEEDLE STICKS**

If you experience a need stick while on a clinical rotation, first notify University Health Service (UHS) at 859-323-2778. If UHS is not open, contact the on-call UHS physician immediately by calling 859-323-5321 and ask the operator to page the University Health Service on-call physician immediately. To the degree possible, know if your source patient has risk factors for HIV or Hepatitis. Immediately after contacting UHS, also contact Dr. Somu Chatterjee (somu.chatterjee@uky.edu) and Dr. Randa Remer (randa.remer-eskridge@uky.edu) by email.

The following is an excerpt from the UK Policy on Educational Exposure to Blood Borne Pathogens.

**Protocol for Managing Educational Exposure to Blood Borne Pathogens**

1. **GENERAL**

Effective management of educational exposure to blood borne pathogens requires coordination among multiple units of the Medical Center. It requires training in prevention in injury and in the management of injuries when they occur.

1. **EDUCATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS – STUDENTS IN EDUCATIONAL EXPERIENCES WITHIN THE COMMONWEALTH OF KENTUCKY**
	1. All students with an exposure will be directed to perform basic first aid immediately. These first aid directives will be the same as those provided to employees with occupational injuries and will be developed by University Health Service. All students should have a "baseline" laboratory test done as soon as they can get an appointment but no later than the next business day.
	2. All students on an educational rotation in the Commonwealth of Kentucky will be directed to contact immediately the University Health Service in the event of an educational exposure. (Students on educational rotation outside the Commonwealth will be handled as delineated below in Section C.) Students will be directed to contact the on-call University Health Service physician if the University Health Service is closed. The reason that students will be expected to contact University Health Service immediately is because of the need for rapid assessment about prophylactic medications, the completion of a baseline laboratory test, the rapid prescribing of medications if indicated, and the limited capacity of a student to assess his/her own injury.

Students will cooperate with the University Health Service in obtaining lab results from the "source patient" including, but not limited to, executing appropriate consents and authorizations. The University Health Service shall request the facility providing the educational experience to assist obtaining the status of the source patient pursuant to KRS 214.625.

Students shall provide, to University Health Service personnel, the following information, if available, concerning the exposure:

* + - Approximate time of exposure
		- Location of exposure (e.g., hospital, office, etc.)
		- Source of the exposure (e.g., blood, contaminated instrument, etc.)
		- Type of exposure (e.g., skin, mucous membrane percutaneous)
		- Length of exposure (e.g., seconds/minutes/hours)
		- Status of the source patient: Negative, Positive or Unknown HIV Status

Whether or not patient is at risk for HIV infection because of:

* + - Multiple blood transfusions 1978-1985
		- IV drug user
		- Multiple sex partners, homosexual activity
		- Known HIV positive and/or have symptoms of AIDS
		- Significant blood or bodily fluid exposure has occurred
	1. If the University Health Service physician believes that prophylactic medication is indicated, the physician will prescribe it. The physician will prescribe by telephone a three-day supply of the medication to the appropriate dispensing pharmacy. The dispensing pharmacy will vary depending upon the location of the student. University Health Service will make a list of pharmacies available to personnel who may prescribe the medications. The University Health Service will prescribe the same prophylactic medications for students as those prescribed for employees with exposure to blood borne pathogens.

For students on educational rotations at Chandler Medical Center for within 50 miles of the Chandler Medical Center, the baseline laboratory test will be completed at the University Health Service, and the prescribing pharmacy will be either the UK Hospital or Kentucky Clinic pharmacy.

For students on educational rotations in the Commonwealth of Kentucky more than 50 miles from the Chandler Medical Center, alternate laboratory test sites and pharmacy sites will be identified. This identification will be by county, will be furnished to University Health Service personnel, and will be told to the student at their orientation to the educational activity.

* 1. Students must contact the University Health Service at the time of injury and must follow up with University Health Service as soon as practical or as directed by the University Health Service physician/staff. All students will report the injury to the supervising clinician/preceptor. Students on educational rotations in Kentucky, but out of Fayette County, will also report the injury to the course director.
	2. In all situations of educational exposure to blood borne pathogens (whether or not the exposure is considered high-risk), all students will report to University Health Service for follow-up testing (as determined by the University Health Service), counseling, and continued prescription of medication (if appropriate). Students on rotation in Kentucky will have blood testing done at the University Health Service.
	3. All students will complete a University of Kentucky Chandler Medical Center Reportable Occurrence Form and Occupational Exposure Form and bring these completed forms to University Health Service for their scheduled appointment. These forms will be available on the patient care units in the University Hospital, the Chandler Medical Center AHEC Office, the AHEC regional offices, and the Education Offices of the various colleges of the Medical Center.
	4. All source patients should have blood work as designated by the protocol current at the present time (presently HCV antibody, HIV antibody, and Hepatitis B surface antigen.)

The University Health Service Blood Borne Pathogen Program Nurse Coordinator will coordinate obtaining blood samples/reports from source patients at the Chandler Medical Center and in the Lexington-Fayette County area. In other locales, the University Health Service and the course director will work with the community preceptor to complete the necessary blood work on the source patient.

Invoices are to be sent to David Watt, Associate Provost for Academic Affairs, Room 150 Medical Sciences Building, Lexington, KY 40536-0298.

1. **EDUCATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS – STUDENTS IN EDUCAITONAL EXPERIENCES OUTSIDE THE COMMONWEALTH OF KENTUCKY, BUT INSIDE THE UNITED STATES**
	1. All students with an exposure will be directed to perform basic first aid immediately. These first aid directives will be the same as those provided to employees with occupational injuries and will be developed by University Health Service. All students should have a "baseline" laboratory test done as soon as they can get an appointment but no later than the next business day. All students on educational rotation outside the Commonwealth of Kentucky will be directed to contact the appropriate health service at that institution in the event of an educational exposure. Students will be counseled to identify this location as part of their orientation to the facility. The reason that students must contact the appropriate health service immediately is because of the need for rapid assessment about prophylactic medication, the completion of a baseline laboratory test, the rapid prescribing of this medication if indicated, and the limited capacity of a student to assess his or her own injury.
	2. Students will be directed to have source patient information available for their discussion with the appropriate personnel at the outside facility, if available, concerning the exposure:
		* Approximate time of exposure
		* Location of exposure (e.g., hospital, office, etc.)
		* Source of the exposure (e.g., blood, contaminated instrument, etc.)
		* Type of exposure (e.g., skin, mucous membrane percutaneous)
		* Length of exposure (e.g., seconds/minutes/hours)
		* Status of the source patient: Negative, Positive or Unknown HIV Status

Whether or not patient is at risk for HIV infection because of:

* + - Multiple blood transfusions 1978-1985
		- IV drug user
		- Multiple sex partners, homosexual activity
		- Known HIV positive and/or have symptoms of AIDS
		- Significant blood or bodily fluid exposure has occurred
	1. If health personnel at the outside facility believe that prophylactic medication is indicated, the physician will prescribe it. The student may ask that the physician prescribe a three-day supply of the medication. This will allow the student to begin medication and consult with University Health Service personnel as well. The student will be responsible for obtaining the medication and paying for it.
	2. In all situations of educational exposure to blood borne pathogens (whether or not the exposure is considered high-risk), students will contact University Health Service for follow-up testing, counseling, and continued prescription of medication (if appropriate). If it is possible for the student to return to UK immediately, all of these activities will occur in University Health Service at no cost to the student. If the student is unable to immediately return to UK, blood testing and medication may have to be obtained off campus.
	3. All students will complete a University of Kentucky Chandler Medical Center Reportable Occurrence Form and Occupational Exposure Form, and bring these completed forms to the University Health Service for their scheduled appointment. These forms will be available on the patient care units of University Hospital, in the Chandler Medical Center AHEC Office, at the AHEC regional offices, and in the Education Offices of the various colleges of the Medical Center.
	4. All source patients should have blood work, including HCV antibody, HIV antibody, and Hepatitis B surface antigen. The student should coordinate these test results being sent to the University Health Service.
1. **EDUCATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS – STUDENTS IN INTERNATIONAL ROTATIONS**
	* + 1. Students/residents who elect to do international rotations will be required to contact the University of Kentucky Office of International Affairs and sign appropriate forms, including a waiver of these procedures, prior to leaving for that rotation.

**ROTATION DOCUMENTATION AND CREDENTIALING**

It is the student’s responsibility to see that each site receives the documentation (items listed below required prior to the beginning of each rotation. Examples of documentation clinical sites may require include (but is not limited to):

* Vaccinations and TB skin test
* BLS card
* ACLS card
* Health insurance coverage (this is NOT the University Health Fee)
* Blood Borne Pathogens training certificate (this typically fulfills a site’s requirement for OSHA training)
* HIPAA training certificate
* Sexual harassment training certificate
* Student biosketch
* Student CV
* Surgical Competency Checklist
* Seasonal flu shot (October – March)
* Background check (Some sites will accept the background check from admissions but some may have other requirements. Most sites require a background check completed within 12 months of the rotation start date.)

The BLS card must be obtained through the American Heart Association at the time of admission into the program and at the time of ACLS training. Once ACLS training has been completed and covers the entire clinical year, students may pursue other hands-on BLS certification. Both the ACLS and BLS training cards need to remain current throughout the clinical year.

The Program will provide the following documentation for clinical sites prior to the start of each rotation.

* Certificate of Malpractice Insurance
* Letter of Good Standing

The student should carry copies of all documents to each rotation site in case they are needed. It is the student’s responsibility to ensure all documents are provided to the institution/preceptor prior to the beginning of the rotation.

**BACKGROUND CHECK AND/OR DRUG SCREEN:** Some rotation sites may require an updated criminal background check (many sites require the background check be completed no more than 6 or 12 months before the rotation begins) and/or drug screen before students are allowed to participate in patient contact or begin the rotation. Students should plan to have a new background check run before the start of the clinical year and over the December/January break. It is the student’s responsibility to complete this requirement and provide the required information to the preceptor or site administration. **All costs/fees will be paid by the student.**

Clinical education is very different from classroom education. There are no set lectures, review sessions or study guides. Students are expected to design their schedule around the rotation objectives and reading assignments. No one will stand “over the student’s shoulder” to determine whether they have accomplished the objectives and acquired the knowledge for clinical competence. Therefore, each student must take the initiative to ask appropriate questions, follow patients, put in extra time and read about the clinical problems contained within the rotation objectives. The End-of-Rotation (EOR) exams and Physician Assistant National Certification Examination (PANCE) rely more on academic, classroom knowledge than clinical experience, so continuous reading is essential throughout the clinical year. There are additional activities and written assignments during the clinical year which fall under the PAS 680 (Seminar) course. Please refer to the course syllabi for specifics.

There are a number of requirements to fulfill during each rotation. Each student will obtain or complete the following and submit to the Program in a timely fashion:

* Preceptor Evaluation of Student Performance
* Mid-Rotation Self-Evaluation (to be reviewed with preceptor)
* Student Evaluation of Preceptor and Clinical Site (to be completed in emedley)
* Student Evaluation of Course and Course Director (to be completed in emedley)
* Student Evaluation of the Clinical Team (to be completed in emedley)
* Emedley Patient Log Report (to be signed by preceptor)
* Patient Profile or other written assignment with comments from preceptor
* Absence form, with required documentation (e.g., doctor’s note) if any time was missed during the rotation
* Other items as required in each course syllabus.

**ACADEMIC PERFORMANCE**

Clinical Year Academic Regulations: Students must receive a passing grade (C or better) in all clinical year rotations and PAS 680 and maintain an ongoing GPA of 3.0 to graduate from the Physician Assistant Studies Program with a Master of Science in Physician Assistant Studies (MSPAS). Only students who have successfully completed all PA Program requirements and are recommended by the Program Director will be allowed to sit for the Physician Assistant National Certifying Examination (PANCE). This includes uploading all required documentation into emedley.

Students suffering from illness must petition for medical leave by providing proper medical documentation and submitting the request to the Standards & Progression Committee. This Committee’s approval is required for a medical leave. The maximum leave that will be granted without repeating coursework or restarting the program will be decided after deliberation with the Standards & Progression Committee. All required rotations must be successfully completed before the student will be allowed to receive the Program’s Certificate of Completion and the MSPAS degree.

Student academic performance during the clinical year is governed by the Academic Requirements of the College of Health Sciences. The following is a summary of those requirements.

1. If a student fails a rotation, it must be repeated in its entirety at the end of the clinical year. Students are referred to the rotation objectives, the **Health Sciences Student Professional Behavior Code** and the **HCC Code of Student Professional Conduct** for specifics about professional conduct during clinical work. A score of “Fail” for professionalism as evaluated by the preceptor may result in a failure of the course. Students will be referred to the Standards & Progression Committee for further investigation and action should such an event occur.
2. The Graduate School, Physician Assistant Studies Program and College of Health Sciences grading policy states that if a student’s grade point average drops below 3.0 or failure of a rotation occurs during the Clinical Year, the student will be placed on academic probation, provided the student did not fail a course during the Didactic Year. The Graduate School policy indicates that a student may only exercise on repeat option during their graduate career. For purposes of the UK PA Program, a course continues to be considered a “failed” course, even after the student elects to use a repeat option and successfully completes the course, even if the same course is failed twice (see the UK PA Policies and Procedure Manual under “Program Progression”). Any second failure will result in dismissal from the Program.
3. Failure of both an End-of-Rotation exam and the retake examination will constitute failure of a rotation regardless of the preceptor’s evaluation.

Students who receive a failing grade in a rotation have the right to enter the Program’s appeal process. The appeal process should be initiated with the course director, who will investigate the circumstances of the failing grade and report it to the PA Program’s Standards & Progression Committee. The Committee will review the evidence, interview the student and involved parties, and make a final decision about whether the grade should be changed. In the event the Standards & Progression Committee decides not to change the grade to a passing grade, the student has the option of appealing the grade to the Dean of the College of Health Sciences. Details of the Dean’s appeal process are contained in the **Health Sciences Professional Behavior Code**.

**Rotation Grades:** Clinical rotation grades may be determined by evaluating the student’s performance in seven (7) possible areas:

1. Preceptor Evaluation of Student Performance (pass/fail)
2. End-of-Rotation examination
3. Written assignment(s)
4. Emedley Clinical Tracker Log (pass/fail)
5. Professionalism, as determined by preceptor, course director and/or clinical coordinator (pass/fail)
6. Site visit (pass/fail)

Please see the individual rotation syllabi for specific grading criteria and course requirements. Clinical site visits will be made at the discretion of the clinical coordinators.

Preceptor Evaluation of Student Performance (pass/fail)

At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

End of Rotation Examination

The UKPAS Program utilizes the PAEA End of Rotation Exams, when available, to test on medical knowledge attained during the SCPE. For SCPEs in which no PAEA Exam is available, the program has created End of SCPE Exams informed by the PANCE Blueprint and Clinical Expectations. **Students are required to pass the Exam with a grade of 60% or higher.** Failure to pass the Exam for a SCPE, results in a second exam which must be completed within one month. **Students who do not pass the second Exam receive a failing grade for the course and the course must be repeated at the end of the clinical year** **regardless of the score received in the other components of the rotation.** **If this is a second failed course, the student will be dismissed from the program.** As a penalty for retaking an exam, any student required to do so will incur a 10% penalty on the overall rotation grade.

In the case of Family Medicine and Internal Medicine rotations, students will take one examination per course at the conclusion of the 8-week course. However, at the end of the first four weeks of the Family Medicine and Internal Medicine rotations, a passing grade would result from satisfactory completion of assignments and a passing grade on the preceptor evaluation.

Students requesting ADA accommodations for testing must provide a new letter from UK’s Disability Resource Center at the beginning of each new semester.

Any student who would like to request academic tutoring services should contact the College of Health Sciences’ Office of Student Affairs.

Written Assignments

Patient profiles or other types of written assignments are required for each rotation. This will constitute a portion of your final rotation grade.

If a paper is found to have plagiarized sections, a zero grade will be assigned to the whole assignment. This includes “cutting and pasting” from websites. The clerkship director may require you to rewrite the paper, not for a grade but for completion of the rotation requirements.

Written assignments are a requirement for each rotation and are to be submitted to the course directors per their individual instructions. All electronically-submitted assignments are due at the discretion of the course director.

**Late Work:** Late work is unprofessional and unacceptable. LATE WORK WILL RECEIVE A ZERO GRADE. Students know well in advance of each rotation what is expected and when. Therefore, it is encouraged to turn in work early in anticipation of possible technology problems. NO EXCUSES WILL BE ACCEPTED.

Emedley Clinical Tracker Logs (Case Logs)

Students are required to maintain a log of their patient encounters via the emedley website (using the eclas application). This log must be kept current throughout the clinical phase of training. Directions for use of this system will be given to students prior to the start of rotations. This system will provide the only documentation of patient encounters and procedures done by each individual student. You can refer to the document **“Examples of Student Case Volume over the Past 3 Years” (Appendix D)** to compare your experience to that of previous students**.** No other source of information will be access for credentialing requests and education verifications for employers after the student graduates. **Failure to accurately log all patients seen during a rotation could result in a failing grade for the rotation.**  Falsification of emedley patient encounter logs is cheating and is subject to all penalties outlines in the University Student Code of Conduct including failure of the rotation and possible dismissal from the Program. The UK Student Code of Conduct can be accessed at <http://www.uky.edu/StudentAffairs/Code/>. Failure to complete this Program requirement is considered unprofessional behavior and students may be brought before the Standards & Progressions Committee for further action.

Students are also required to record all shift hours in emedley. This report will be reviewed during an audit with each student during the December 2017– January 2018 and June 2018 End-of-Rotation call back days.

At the end of each rotation, the student will print out emedley reports for the preceptor to sign to verify the record accurately reflects the patient encounters experienced by the student during the rotation. This signed report will be submitted electronically to the course Canvas shell. As previously stated, no late work will be accepted.

Case Logs are reviewed monthly by the Clinical Team for completion and breadth of student experience. If deficiencies are noted, the following actions may occur on a case-by-case basis: a) the Clinical Team may contact the preceptor to inquire further, and/or b) the Clinical Team may adjust the remainder of the student’s SCPES (including substitution of a required clerkship for an elective) to ensure sufficient breadth and exposure to appropriate experiences and/or c) contact the student for additional follow up (timeliness of data entry to Case Logs, identification of issues/concerns, and exploration of potential gaps in exposure).

Students have access to emedley after graduation. Immunization records will be available there for your retrieval if required by future employers.

Professionalism

Professional Standards are individually graded as “Pass”, “Fail”, or “Not Observed”. They are not assigned points and do not enter into the percent score for the final letter grade in the course. **A “Fail” grade in ANY Professional Standard will result in a failing grade for the rotation regardless of the grade received on the clinical skills component of the Preceptor Evaluation of Student Performance or the End-of-Rotation exam.** Depending on the nature and severity of the infraction, a “Fail” grade in any of the Professional Standards objectives may result in future disciplinary measures, including dismissal or termination from the Physician Assistant Studies Program. ALL Professional Standards objectives must be answered by the preceptor.

Site Visit

The Program’s faculty will conduct site visits during the clinical year. The objective of site visits is to assess the student’s clinical proficiency and to provide ongoing assessment of the clinical experience provided by the site. Site visit frequency will vary among students. A site visit typically consists of a meeting between the Program’s visiting faculty, the student and the preceptor. The Program visitor’s assessment of the student’s performance during a site visit will be reflected as a pass/fail for the rotation. A failing assessment may result in termination of the rotation and/or require remediation activities for the student before returning to a clinical rotation site. Termination of the rotation will usually result in either an incomplete or failing grade for the rotation. A student who receives a failing site visit evaluation has the right to request a hearing as outlined in the **Health Sciences Student Professional Behavior Code**. Site visits may be conducted in person, by telephone or by video conferencing.

Summary of Course Grading

In summary, the letter grade for a particular SCPE will be based on the student’s performance on the PAEA End of Rotation Examination and any assignments required throughout the clerkship as detailed in individual clerkship syllabi. However, a failing grade on **any** component of the student assessment for that clerkship (Preceptor Evaluation of Student Performance,End-of-Rotation Examination, written assignments, Emedley Clinical Tracker Log, professionalism, or site visit) constitutes a failure of the clerkship. If a student fails a clerkship and is required to repeat the course, s/he must reregister for the designated course and pay additional tuition accordingly. If the clerkship was failed because of failure of the End-of-Rotation Exam, the student **must** attain a passing score on every aspect of the repeated clerkship (ie, Preceptor Evaluation of Student Performance, End-of-Rotation Examination, written assignments, Emedley Clinical Tracker Log, professionalism, and site visit) in order to pass. If the initial clerkship failure was due to a factor other than the EOR exam and the EOR exam was previously passed, the student does not have to re-take the End-of-Rotation Examination at the completion of the repeated clerkship. If the clerkship is failed for a second time, the Standards and Progression Committee will determine next steps and whether or not the student may remain or be dismissed from the PAS Program.

The course director and the clinical coordinators reserve the right to choose the student’s selective and/or elective rotation if the student’s performance falls below clinical expectations.

No student will receive a Certificate of Completion nor be qualified to apply for the Physician Assistant National Certifying Examination until all program requirements are completed and all grades have been posted to the student’s transcript.

 **UKPAS PROGRAM STUDENT REMEDIATION POLICY**

**Purpose**

The purpose of this remediation policy is to outline the process for identifying and addressing student deficiencies in knowledge and skills. The policy should ensure that students are meeting the academic expectations of the UKPAS program and that correction of deficiencies is measurable and can be documented.

**Didactic Course Remediation Process**

A. Students who require remediation are identified by any exam or assessment score less than 70%

B. Any student who scores below 70% on a program course exam shall review the exam with the instructor. For each question missed, the student shall be required to:

 1) Review course literature to determine correct answer; and

 2) Write a brief reflective statement as to why the answer is correct.

C. Successful remediation will be measured by satisfactory completion of above steps.

**Clinical Course Remediation Process**

1. Students who require remediation are identified by the end-of-rotation exams as those who score less than 60% on the initial **and** retake of an end-of-rotation exam.
2. The student will fail the course and must repeat (and pass) the rotation at the end of their clinical rotation schedule.  Only one repeat option can be exercised during the program.
3. Prior to repeating the course the student **will** undergo remediation.
4. PAEA EOR exam test reports include feedback (feedback by keywords) by content areas of the topics and tasks that are areas of weakness for the student.  The student will write a high impact note on each of the topics and tasks that were identified in the test report and submit to the course director for review.
5. Successful remediation will be measured by satisfactory completion of the above steps.

**MID-ROTATION FEEDBACK & EVALUATIONS**

Students are occasionally surprised to learn at the conclusion of a rotation that a misinterpretation about the student’s performance has occurred and the grade is lower than expected. To avoid this unfortunate circumstance, students are required to arrange an evaluation of their performance with the preceptor about halfway through the rotation (by the second Friday of the rotation) after completing the self-evaluation portion of the **Mid-Rotation Evaluation Form**. If the preceptor is not available on that day, it may be discussed no later than the third Monday of the rotation. The preceptor should use the **Mid-Rotation Evaluation Form** as a guide for the evaluation. The form is to be signed and dated by the primary preceptor. The expectation is that the mid-rotation conference will stimulate discussion about ways to improve the student’s performance. This evaluation is to be submitted to the clerkship director by uploading a scanned copy to the course’s Canvas shell. Late work is not accepted. If the student knows the preceptor will be absent on the due date, it is expected the student will get this done earlier.

**RURAL HEALTH REPORT**

One Rural Health Report is required during the clinical year. During a rural rotation placement, students will complete the rural health report. Students must upload the Rural Health Report in the PAS 680 Canvas shell to show it has been completed to satisfy this Program requirement. To satisfy the Program’s rural rotation requirement, the rotation must be a rural AHEC placement within the Commonwealth of Kentucky. For details please refer to the PAS 680 Syllabus.

**END-OF-ROTATION EXAMINATIONS**

The NCCPA has sent notices regarding sharing of exam information between students. If sharing of information is found, the students involved will not be permitted to take the PANCE. We have seen evidence that leads us to believe students share exam questions/information and this cannot be permitted to continue.

Therefore, the policy is as follows:

1. Once exam grades are assigned, there will be NO changes made unless technical errors occur in the grading process. You will not be allowed to petition for grade changes. Personal belongings (i.e., books, PDAs, cell phones, notes, etc.) will NOT be allowed in the test area (at the table or desk).
2. Following the PAEA EOR exam policy, students cannot review exams once completed.
3. The course director is responsible for the final assigned rotation grade.

Prior to beginning the EOR exams, all personal belongings and cell phones must be kept in the back of the room. Browsing the internet or looking up other materials (folders or files) for information will be considered cheating. All incidents of cheating and plagiarism will be taken very seriously at the University of Kentucky and there are specific policies and procedures in place to prosecute them. See S.R. 6.3.0 for the exact Senate Rules regarding academic offenses at <https://www.uky.edu/Ombud/ForStudents_AcademicIntegrity.php>.

**EVALUATIONS OF COURSE DIRECTORS AND PRECEPTORS**

At the conclusion of each rotation, students are **required** to complete an evaluation of the course director (UK PA faculty member) and the clinical experience (preceptor and rotation site). The evaluations will be administered through emedley. Please make your best effort to provide the most constructive feedback you can to help bring about improvements in our Program and our clinical sites.

**BIOSKETCHES**

During your clerkship orientation, the UK PA program will provide students with a frame to display a biosketch. In most cases, this is to be displayed in the patient waiting area of at rotation sites (there may be exceptions at different sites, especially during psychiatry rotations). Program site visitors will look for this display when site visits are conducted. Students are required to return the frame provided by the Program at the end of the clinical year.

**SUMMATIVE EXAMINATION**

At the end of the clinical year all students are required to pass the summative exam to successfully graduate from the program. The summative exam includes multiple choice questions (knowledge), a standardized patient encounter (interpersonal and clinical skills, professional behavior, clinical reasoning and problem solving), critique of an article from a scientific or medical journal (clinical reasoning and problem solving, clinical and technical skills), and additional stations to assess care across the lifespan, women’s health, behavioral and mental health, and surgical care (knowledge, clinical and technical skills, professional behavior, clinical reasoning/problem solving ability). It has also been designed to include emergent, acute, preventive and chronic disease components that test competency of every student in these specific patient encounter types. A passing score of 70% has been selected by the faculty based on a review of standardized patient literature and faculty consensus of level of mastery necessary to demonstrate competence consistent with that of an entry level PA. **Failure to pass the Summative Exam after two attempts results in dismissal from the program.** For further details on the Summative Exam, please contact the Director of Graduate Studies for the UK PA program.

**PACKRAT**

Students will take the PACKRAT exam before starting clinical rotations and at the end of the clinical year.

**EXIT INTERVIEWS**

Exit interviews will take place during your last two End-of-Rotation meetings. This will be a **final checklist** to document that all program requirements have been met before the students graduate. There will be a mid-year review during the January End-of-Rotation meeting so students will have adequate notice of any missing requirements.

**ACADEMIC PERFORMANCE AND PROBATION POLICY**

**The Graduate School**

For details regarding the UK Graduate School policy on academic performance and probation, see the Graduate School Bulletin available at <http://www.research.uky.edu/gs/CurrentStudents/Bulletins/current/bulletin-13-part1-final.pdf>.

**Student Responsibility**

Briefly, quoting the Graduate School Bulletin:

*“It is the student’s responsibility to be informed concerning all regulations and procedures required by the course of student being pursued. In no case will a regulation be waived or an exception granted because a student pleads ignorance of the regulation or asserts that information was not presented by advisors and other authorities. Therefore, the student should become familiar with the Graduate School Bulletin, including 1) the section presenting the requirements for degrees and 2) the program offerings and requirements*

*The Director of Graduate Studies in the student’s major program should be consulted concerning course requirements, any deficiencies, the planning of a program, and special regulations. Programs may have degree requirements that are not listed in the Bulletin.*

*It is to be noted that the Dean of the Graduate School interprets the Graduate Bulletin. Only the Graduate Council may waive requirements stated in this Bulletin.”*

**Academic Probation and Dismissal**

The Graduate Bulletin states:

*“When students have completed 12 or more hours of graduate work with a cumulative GPA of less than 3.0, they will be placed on scholastic probation. Students have one full-time semester or the equivalent (9 hours) to remove the scholastic probation by attaining a 3.0 cumulative GPA. If probation is not removed, students will be dismissed from the Graduate School. Students who have been dismissed from the Graduate School for this reason may apply for readmission to the Graduate School after two semesters or one semester and the eight-week summer term. Readmitted students will have one full-time semester or the equivalent (nine hours) to remove the scholastic probation by attaining a 3.0 cumulative GPA.*

*Exceptions to this policy can be made only by the Dean of the Graduate School. Students placed on scholastic probation are not eligible for fellowships or tuition scholarships.”*

**Academic Termination**

Occasionally, students in academic difficulty are terminated from the program when it becomes clear to the faculty that they are unable to satisfactorily complete the academic requirements, or cannot practice medicine safely for academic or professional reason. Regardless of such terminations, the Graduate Bulletin states:

*“The Dean of the Graduate School may terminate enrollment in a particular program for the following reasons:*

1. *Scholastic probation for three enrolled semesters*
2. *Having failed twice the final examination for the master’s degree or the qualifying examination.”*

**Physician Assistant Studies**

*See the Program’s Policies and Procedure Manual, section 5.6 Probation.*

If an individual feels student rights have been ignored, a grievance may be filed on the University level. More about student rights and the grievance policy is available at <http://www.uky.edu/deanofstudents/university-rights-students>.

**AFTER GRADUATION**

For information regarding when graduates will receive their degrees, contact the Registrar’s Office at 859-257-3161. The Program will issue a Certificate of Completion for your records to document that you have completed all Program requirements while you wait for your degree to be mailed from the University.

Degree verification forms for future employers should be faxed to the UK PA Program Director at 859-257-2454 or mailed to UK PA Program Director, 900 South Limestone, Suite 205, Lexington, KY 40536-0200.

Your new employer may request verification that you were covered under malpractice insurance while you were on clinical rotations. If asked to provide documentation that there were no claims filed against the student while under this coverage, contact UK’s Office of Risk Management to request a “claims history”. Please contact Ms. Leslie Bales at 859-257-6212 or leslie.bales@uky.edu.

Please stay in touch with the Program and the College. We ask that you contact the PA Program office if your name or contact information changes. You can stay in touch through the Program’s Facebook page at [www.facebook.com/ukpas](http://www.facebook.com/ukpas) or the UK PA Alumni Facebook page at <https://www.facebook.com/UKPAAlumni/>.

Graduates may take the PANCE 10 business days after the official Program completion date (July 1). The Program will release graduate names to NCCPA on April 1 (90 days before program completion) for students to register for an examination date.

Due to licensing restrictions, graduates are not eligible to maintain their UK Exchange mailbox. As soon as a student graduates, or shortly thereafter, the account will be disabled. It is suggested that students activate their Google UK email account via the Account Manager (<http://ukam.uky.edu>) sometime during their final weeks of coursework and forward any emails they’d like to keep as the Google UK account can remain active. Students can also export their mailboxes as a .pst through Outlook.

**SURVEYS**

At the end of the clinical year, students are asked to complete at least three surveys. This information will be used in planning for continuing Program and College improvement. You will receive survey requests from the UK PA Program, The Graduate School and the College of Health Sciences.

You will also receive a recent graduate survey within one year after graduation to collect information about how you feel your education prepared you for your PA career. Again, we appreciate your participation and feedback. An alumni survey will be distributed 18-24 months after graduation. This may be coupled with an employer survey.

**Accreditation Standards for Physician Assistant Education Fourth Edition:**

<http://www.arc-pa.org/accreditation/standards-of-accreditation/>

**APPENDIX A**

**Definitions of Age Categories**

|  |  |
| --- | --- |
| **Category** | **Age Range** |
| Infant | Birth – 1 y/o |
| Children | > 1 – 11 y/o |
| Adolescent | > 11 – 21 y/o |
| Adult | > 21 – 65 y/o |
| Elderly | > 65 y/o |

**Definitions of Encounter Types**

*Emergent*: A life threatening, time-sensitive patient encounter.

*Acute*: A non-life threatening but time-sensitive patient encounter for a new problem or acute exacerbation of an existing problem.

*Chronic*: A patient encounter for scheduled management of a long-term / previously-diagnosed problem.

*Preventive*: A patient encounter for preventive counseling, anticipatory guidance, screening, or risk factor reduction interventions.

**Definitions of Specific Patient Exposure Types**

*Women’s Health*: A patient encounter in which the primary reason for the visit is either gynecologic care (screenings, contraception, routine pelvic and breast exams, and treatment of disorders of the female reproductive system and breasts) or prenatal care (defined as preconception counseling through delivery and includes immediate post-partum care).

*Conditions Requiring Surgical Management*: A patient encounter in which the primary reason for the visit is either preparation for surgery, performance of a surgical procedure, or follow-up treatment directly related to a recent surgical procedure.

*Behavioral and Mental Health*: A patient encounter in which the primary diagnosis consists of a disorder involving dysregulation of mood, thought, and/or behavior.

**APPENDIX B**

**SYLLABI AND COURSE MAPS**

**PAS 660: Family Medicine Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Somu Chatterjee, MD, MPH

201 Wethington Building Rm 201D

859-323-1100 ext. 83732

somu.chatterjee@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Dr. Chatterjee will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Family Medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, conducting research on clinical programs, performing selected studies, and establishing a tentative treatment plan. Students are required to **repeat** the course for a total of **eight weeks** and six credits (ie: FM I and FM II).

**FAMILY MEDICINE I** (4 weeks): To successfully complete Family Medicine I, students are required to meet the criteria for 1. Passing the preceptor evaluation as described below 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Family Medicine End of Rotation Examination, also described below.

**FAMILY MEDICINE II** (4 weeks): To successfully complete Family Medicine II, students are required to meet the criteria for 1. Passing on the preceptor evaluation as described below 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Family Medicine End of Rotation Examination, also described below.

**Text**

*Required*:

Wilson, et al. Harrison’s Principles of Internal Medicine**,** McGraw‐Hill Publishers, Inc. 18th/19th edition

*Optional References*:

* Sanford Guide to Antimicrobial Therapy 2014
* Tarascon Pocket Pharmacopoeia 2014
* Essentials of Family Medicine (Sloane, Essentials of Family Medicine). 6th ed. Copyright 2012.
* Hacker & Moore's Essentials of Obstetrics and Gynecology 5th ed.
* Oxford Handbook of Clinical Surgery (Oxford Medical Handbooks) ‐4th ed.
* Pediatric Physical Examination‐: An Illustrated Handbook, 2nd ed. ‐ Karen Duderstadt RN PhD CPNP PCNS
* First Aid for the Psychiatry Clerkship, Third Edition.
* Signs and Symptoms in Family Medicine ‐ A Literature‐Based Approach: by Paul Paulman, Jeffrey Harrison, Audrey Paulman, Laeth Nasir, Dean Collier. Copyright 2011

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **FM I & FM II separately** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Pediatric Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note | 40% | EOC (upload to Canvas) |
| H&P case | Part of preceptor eval | EOC (signed & upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Fail/Pass | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC  |

* Obtain H&P of a patient and do an oral presentation of the case to the preceptor. Preceptor signs the written H&P with date. Student uploads to the canvas shell. (Hint! Select your case carefully so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas)
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignment FMI and FMII: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Develop and Document a SOAP note for a chronic case with differential diagnosis, diagnostic tests to order and a clinical management plan for patient **including referral criteria for primary diagnoses**. Student should seek constructive feedback from the preceptor on the case(s)
	2. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

At the conclusion of each 4 weeks of FM I and FM II rotations (total two exams that students have to score ≥ 60% each), students will take the Family Medicine End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations. (FM1 and FM2 are two separate courses with two separate grades).
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

Dr. Chatterjee’s *virtual* office hours are Monday & Friday noon – 4pm, with email as the preferred method of communication. Students will have 1 or 2 days of class meetings on campus every month. Those will be listed in the student clerkship manual.

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is imperative that you consistently read throughout all your rotations. There are many excellent references for internal and family medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

Course map on the next page….

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 660** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 660 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory** setting to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. Across the lifespan
 | * 1. **Evaluate** patients across the lifespan with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 660 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 660 course, students will:1. Conduct themselves professionally and effectively communicate colleagues and patients
 | 3.1 Develop and **Document** a SOAP note for a **chronic case** with differential diagnosis, diagnostics to order and a clinical management plan for patient including referral criteria for primary diagnoses.3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a chronic case patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 661: Pediatrics Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Shelley Irving MSPAS, PA-C

Room 202E, CHER Bldg.

316 West 2nd Street

Morehead, KY 40351

P: 606-783-2636

F: 606-783-5063

shelley.irving@uky.edu

**Office hours**

By appointment only. Email or Slack are the best forms of communication; office phone is also available. Professor Irving will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Pediatrics. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, performing selected studies, establishing a tentative treatment plan, promoting disease prevention and educating on health promotion.

**PEDIATRICS** (4 weeks): To successfully complete Pediatrics, students are required to meet the criteria for 1. Passing the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Pediatrics End of Rotation Examination, also described below.

**Text**

Required:

1. Behrman, R. E., Kliegman, R. M. Nelson Essential of Pediatrics; [latest edition], WB Saunders Publishers
2. Gunn, V., Nechyba, C. The Harriet Lane handbook; The Johns Hopkins Hospital: [latest edition] Mosby Handbook

NOTE: Reading is a mandatory part of this program. This course requires additional reading. You are expected to read beyond the materials listed above. It is expected that you read/study an average of 2 hours each day in preparation for the clerkship and the PANCE. Below is a list of additional resources. These can be found as E-books on the UK MCL website.

* Harrison’s Principals of Internal Medicine, Lungo et al, 18th edition
* American Academy of Pediatrics position statement at [www.aap.org](http://www.aap.org)
* *Blueprints in Pediatrics*, Marino, et al
* Red Book, Pickering et al, American Academy of Pediatrics
* *Adolescent health care: A Practical Guide*, Neinstein, Lippincott Williams and Wilkin
* *Berman’s Pediatric Decision Making*, Bajaj et al., Mosby

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Pediatrics** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Pediatric Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note | 40% | EOC (upload to Canvas) |
| H&P case | Part of preceptor eval | EOC (signed & upload to Canvas) |
| WCC Note | Pass/Fail | EOC (upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC |

* Obtain H&P of a **pediatric patient** and do an ***oral presentation*** of the case to the preceptor. Student uploads to the canvas shell. (Hint! Refer to the course map. Select your case carefully so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail (signed by preceptor and upload to Canvas).
* Professionalism graded on the evaluation by preceptor.

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments:*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a pediatric patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor. Responses will be graded according to the rubric published in Canvas.
	2. **Well Child Check up** to be completed and uploaded to canvas. Graded by course director.

The WCC is an opportunity to provide preventative care or counseling to pediatric age group patients. May also evaluate the growth and development of children, discuss preventive care and give vaccinations, provide anticipatory guidance to caregivers as the child grows, and develop a rapport with families. These are key times for communication with caregivers and children. Think about the child’s current age; the milestones they should have achieved and are currently learning to master; the factors in their environment, family, and social history that are affecting their developmental progression; and factors in their past, family or social history that place them at greater health risks now and as they age. If you think of the WCC in this context, the questions you ask, the exam that you perform, and the information you receive/collect will be more pertinent in determining the health status of the child.

* Submit a complete Well Child Check (WCC) note for any pediatric age group encounter including sports camp and school physicals, immunization counseling, nutritional counseling etc. This is a complete note (with complete H&P, ROS, SH, FH, and PMSH, assessment and plan) and sections specific to pediatrics that outline the developmental milestones achieved (even if patient is in teens, you will have to document via developmental history), anticipatory guidance provided, and immunizations received.
* Vitals may include percentiles based on the CDC growth charts.
* The assignment is due by EOC day – to be uploaded on Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Pediatric course. At the conclusion of 4 weeks of PEDS students will take the Pediatrics End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Pediatrics (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

Course map on the next page….

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 661** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 661 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory and/or inpatient settings** to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In the pediatric age group
 | * 1. **Evaluate** patients in the pediatric age group with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task 3. Write up a well-child check-up (well child visit, including sports physical, school physicals) and submit on Canvas |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 661 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex in the pediatric age group.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 661 course, students will:1. Conduct themselves professionally and effectively communicate with colleagues and patients
 | 3.1 Develop and **Document** a SOAP note with differential diagnosis, diagnostics to order and a clinical management plan for patient. Including referral criteria for the primary diagnosis.3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professional |

**PAS 662: Women’s Health Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Shelley Irving MSPAS, PA-C

Room 202E, CHER Bldg

316 West 2nd Street

Morehead, KY 40351

P: 606-783-2636

F: 606-783-5063

shelley.irving@uky.edu

**Office hours**

By appointment only. Email or Slack are the best form of communication; office phone is also available. Professor Irving will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Women’s Health. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, conducting research on clinical programs, performing selected studies, and establishing a tentative treatment plan.

**WOMEN’S HEALTH** (4 weeks): To successfully complete Women’s Health, students are required to meet the criteria for 1. Passing the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Women’s Health End of Rotation Examination, also described below.

**Text**

* Hacker & Moore, Essentials of Obstetrics and Gynecology, 5th edition 9781416059400
* Optional RECCOMENDED TEXT:
* Blueprints Obstetrics and Gynecology, 5th Ed., Callahan, Caughey, Heffner, 2008
* Case Files: Obstetrics & Gynecology 3rd Edition, Eugene C. Toy et al. McGraw-Hill. 2009

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Women’s Health** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Women’s Health Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note – Gynecology case | 40% | EOC (upload to Canvas) |
| H&P **New** prenatal case | Part of preceptor eval | EOC (signed & upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor eval | EOC |

* Obtain H&P of a **Prenatal patient** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass /Fail EOC (sign by preceptor and upload to Canvas)
* Professionalism Pass/ Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a **Gynecology** patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Women’s Health course. At the conclusion of 4 weeks of WH, students will take the Women’s Health End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

Prof. Irving’s *virtual* office hours are Monday & Friday noon – 4pm, with email as the preferred method of communication. Students will have 1 or 2 days of class meetings on campus every month. Those will be listed in the student clerkship manual.

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Women’s Health (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

For course goals, objectives, instructional activity and assessment, refer to the course map next page:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 662** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 662 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory and/or inpatient** settings to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. To women throughout the lifespan (to include prenatal and Gynecology encounters)
 | * 1. **Evaluate** a **new** prenatal patient with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor
 | Obtain H&P of a prenatal patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 662 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention strategies in obstetrics and gynecology
 | * 1. **Propose** an appropriate prevention strategy for a given condition, pertinent to the age in Obstetrics and/or Gynecology
	2. **Educate and Counsel** the patient and family on the chosen prevention modality specific to the case.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 662 course, students will:1. Conduct themselves professionally and effectively communicate colleagues and patients
 | 3.1 Develop and **Document** a SOAP note for a Gynecology case with differential diagnosis, diagnostic tests and a clinical management plan for a patient including referral criteria for primary diagnoses.3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 663: Surgery Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Prof. Sam Powdrill, MPhil, PA-C

201 Wethington Building Rm 207C

859-323-1100 ext. 80587

spowd2@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Professor Powdrill will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Surgery. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, conducting research on clinical programs, performing selected studies, and establishing a tentative treatment plan.

**SURGERY** (4 weeks): To successfully complete Surgery, students are required to meet the criteria for 1. Passing the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Surgery End of Rotation Examination, also described below.

**Text**

* Required:

 Surgical Recall, 7th ed; Blackbourne; 2011;

 ISBN-13: 978-1451192919

 ISBN-10: 1451192916

* Recommended:

 Essentials of General Surgery 5th ed; Lawrence, P.E.; 2012; ISBN-13: 978-0781784955

 ISBN-10: 0781784956

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Surgery** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Surgery Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note (Post-op patient) | 40% | EOC (upload to Canvas) |
| H&Pcase pre-op/out ptn. | Part of preceptor eval | EOC (signed & upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC |

* Obtain H&P of a **surgical pre-op patient/out ptn** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas.
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a **post-op** patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Surgery course. At the conclusion of 4 weeks of OR, students will take the Surgery End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Surgery (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

For course goals, objectives, instructional activity and assessment, refer to the course map next page:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 663** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 663 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory and/or inpatient** settings to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. To patients across their lifespan
 | * 1. **Evaluate** patients across the lifespan with an effective complete history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 663 course, students will:1. Be able to incorporate their medical knowledge into:
2. Effective health promotion and prevention strategies to avoid/delay surgery
3. Counseling on peri-operative management options
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex.
	2. **Educate and Counsel** the patient and family on the pre-op preparation, intraoperative options and/or post-op care.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 663 course, students will:1. Conduct themselves professionally and effectively communicate colleagues and patients
 | 3.1 Develop and **Document** a SOAP note on a post – operative patient including clinical management plan and orders for the patient including referral criteria for primary diagnoses. 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 664: Geriatric Medicine Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Shelley Irving MSPAS, PA-C

shelley.irving@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Professor Irving will attempt to return all communication in a timely fashion.

**Course Description:**

This is a 4-week clinical course designed to provide the Physician Assistant student with experience in evaluating and treating common problems encountered in Geriatric Medicine in a variety of outpatient and inpatient settings. As a Clerkship, this course will involve direct patient care experience. The extent of your involvement can often be dependent on your desire to learn. Seek learning opportunities, volunteer for extra work, and ask your preceptor to show you how to do things. A clerkship is not shadowing, but an application of information learned in your didactic training. Take initiative in making the most of your learning experience.

A significant distance learning component is also a part of this clerkship. This will include online modules and simulations, Home site visit for Home safety, medication review and nutritional survey, in addition to your End‐of‐Clerkship Day which features various presentations and activities on campus.

In addition to the clinical experiences you will have under the supervision of your preceptor, you are expected to read extensively, using the assigned textbook. You may supplement this with other textbooks, journals, or online resources as you wish. Your preceptor may choose to assign additional readings. Discuss topics from your reading with the preceptor when time permits to gain the benefit of their expertise and experience.

You will learn to perform functional assessments using standard tools such as the ADL, IADL and Mini‐mental status exams. You may use these or other such tools used by your preceptor. Do not turn these completed forms in with the full name of the patient, only their initials. Just practice using these tools and ask your preceptor to sign off on your competency checklist to indicate proficiency. One further note about the Mini‐mental Status Examination, the Mini‐Mental State Examination (MMSE) was developed by Folstein, et al, and was widely used for years in research and clinical settings as a free public use instrument. However, the authors have now obtained a copyright for the test and sold it to Psychological Assessment Resources, Inc (PSA). It is now illegal to use the Mini‐Mental State Examination without purchasing it from PSA. Information on purchase of the MMSE is available on the following web site: http://www.minimental.com. An app is now available for your electronic device which can be quite helpful.

A variety of alternative cognitive status examinations are available for free use; however, none has yet achieved the widespread recognition of the MMSE. Again, just use whatever assessment tools used by your preceptor, but do review the MMSE so that you are familiar with it.

You should also review and use, as the opportunity arises, the cognitive status assessments tools that includes the “Clock Drawing Test”, Category Fluency Test” and Mini‐Cog.

**Distance Learning Modules**: The Geriatrics Clerkship has a significant distance learning component which includes online learning modules and simulations. The first set of online geriatric modules is located at: <http://www.alabamacme.uab.edu/geriatrics.aspx> (access url on July 2016)Go to the tab CME and create an account. You must complete two available modules. It is necessary to up load these certificates on Canvas under assignments or print certificates of completion for these modules, and you must be sure to complete the quiz on each module and up load them.

In addition, this clerkship will utilize the GeriaSims program from the University of Iowa Geriatric Education Center. GeriaSims are interactive "virtual patient" simulations on issues encountered in the care of older adults. Each simulation takes approximately 1 hour to complete, depending on your level of content knowledge. There are 10 simulations. GeriaSims can be found at: [https://www.healthcare.uiowa.edu/igec/resources-educators-professionals/geriasims/acadMenu.asp#](https://www.healthcare.uiowa.edu/igec/resources-educators-professionals/geriasims/acadMenu.asp) (access July 2016)

To use GeriaSims, a 256K or faster DSL, cable modem, LAN/Intranet, or other broadband Internet connection; Internet Explorer 6.0 or higher, Netscape 8.0 or higher, Firefox 1.0 or higher, Mozilla 1.7.5 or higher, or Safari 1.3 or higher web browser, with Java script enabled; version 8 or later of the Flash Player; and Adobe Reader 5 or later are required. A sound card and speakers are recommended. GeriaSims are best viewed at a screen resolution of 1024 x 768, but can be viewed at 800 x 600.

The GeriaSims are to be used as self‐study resources for your learning of Geriatric care.

**GERIATRICS MEDICINE** (4 weeks): To successfully complete Geriatrics Medicine, students are required to meet the criteria for 1. Passing score on the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Geriatrics Medicine End of Rotation Examination, also described below.

**Text**

* The required text for this course is: Kane, R.L., et al. Essentials of Clinical Geriatrics. New York: McGraw/Hill, 7th edition, 2013 (or latest edition). I will develop some questions from these chapters for the exam.
* Second text book is the one from Survey of Geriatric Medicine used in the summer session: Curch, Lisa; Cox, Gloria; Xohwn, HEEIWR, WR. L., IB. Gerontology; An Interactive Text, National Social Science Press, www.nsspress.com, 2010. ISBN 978-1-936306-14-5

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Geriatrics Medicine** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Geriatrics Medicine Exam (score ≥ 60%) | 60% | EOC |
| H&Pcase | Part of preceptor eval | EOC (signed & upload to Canvas) |
| SOAP Note (acute, urgent or emergent case) | 40% | EOC (upload to Canvas) |
| BEERS criteria assignment | EOC |
| Swiss cheese model | EOC |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC |

* Obtain H&P of a **patient presenting in ER** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas).
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments:*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor. Responses will be graded according to the rubric published in Canvas.
	2. Complete the Swiss –Cheese Model: The Swiss Cheese Model of Geriatrics: Follow the instructions to workup two patients using the Swiss Cheese Model of Geriatrics. There is a sample on Canvas that you can download and use as a template.
	3. Complete the BEERS criteria assignment
	4. May include home visit-safety check, nutrition checks and medication review.

Additional Resources to use if required:

* + Two on line modules at: <http://www.alabamacme.uab.edu/geriatrics.aspx>
	+ Online Falls & Dysmobility Module

<http://media.news.health.ufl.edu/misc/aging/learning_modules/Falls_Learning_and_Assessment_Module/quizmaker.html> (access July 2016)

or

<http://media.news.health.ufl.edu/misc/aging/learning_modules/Falls_Learning_and_Assessment_Module/quizmaker.html>

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Geriatric course. At the conclusion of 4 weeks of GER, students will take the Geriatrics End of Rotation Examination designed and administered by the course director.

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Geriatrics Medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 664** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 664 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory and/or inpatient settings** to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In the geriatric age group
 | 1.1 **Evaluate** patients in the geriatric age group with an effective history and physical examination for the specific reason for visit.1.2 **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity1.3 **Select a clinical intervention** plan that is consistent with the working diagnosis and orally present the entire case to the preceptor. | Obtain H&P of a patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task3. SWISS CHEESE assignment uploaded on Canvas |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 664 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex in the geriatric age group.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | 1. Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling2. SWISS CHEESE assignment |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 664 course, students will:1. Conduct themselves professionally and effectively communicate with colleagues and patients
 | 3.1 Develop and **Document** a complete SOAP note with differential diagnosis, diagnostics to order and a clinical management plan for patient including referral criteria for primary diagnoses. 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SWISS CHEESE assignment2. SOAP note assignment 3. Preceptor scores the student on ability to document a SOAP note 4. Preceptor scores the student on professionalism |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 664 course, students will:1. Recognize the value of evidence based management in geriatric patient care
 | 4.1 **Demonstrates** an understanding of BEERS criteria and **Applies** it to patient care. | 1. Home Visit 2. Interdisciplinary care plan 3. UAB modules | Assignments part of course grade |

**PAS 665: Elective Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Shelley Irving, MSPAS, PA-C

CHER Building Room 202E

316 West 2nd Street

Morehead, KY 40351

Office Phone: 606-783-2636

Shelley.irving@uky.edu

**Office hours**

Appointments only. Email and Slack are the best source of communication for setting up appointments. Professor Irving will attempt to return all email communications within 48 hours.

Please send all emails with subject title: Chosen Elective Rotation.

**Course Description:**

This is a 4‐week clinical course designed to provide the physician assistant student with experience in evaluating and treating common problems encountered in chosen ELECTIVE. Experience is provided at the level of a primary care physician assistant. The chosen ELECTIVE Clerkship has designed a curriculum to prepare the student to understand and manage the common mental health problems affecting our society. This clerkship is designed to place emphasis on those problems that a primary care physician assistant would most likely encounter in a practice. Emphasis is placed on mental health disorders that afflict a population that is steadily aging. During the course of this clerkship, the students will understand the basic biology and psychological as well as social aspects of their patients' disorders and they will understand some of the medical management that can provide significant relief to patients. Depending upon the student’s performance, the program reserves the right to change a student’s elective rotation.

**CHOSEN ELECTIVE** (4 weeks): Please follow the course work of the core coursework for the chosen Elective. To successfully complete the chosen Elective rotation, students are required to meet the criteria for 1. Passing the preceptor evaluation, and 2. A passing grade on Written Assignment described in the core course.

**Text: *To be chosen according to the rotation selected.***

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Chosen Elective** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| H&Pcase | Part of preceptor eval | EOC (signed & upload to Canvas) |
| SOAP Note | 100% | EOC (upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail | EOC |

* Obtain H&P of a **patient** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas.
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a patient in the chosen specialty **including referral criteria** for **the each of the primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor.
	2. Responses will be graded according to the rubric published in Canvas.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Chosen Elective specialty (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

*Course map on the next page…*

***For course goals, objectives, instructional activity and assessment, refer to the course map below:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 665** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 665 course, students will:1. Apply medical knowledge of scientific concepts in the ambulatory and/or inpatient settings to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In the chosen discipline
 | * 1. **Evaluate** patients in the chosen discipline with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 665 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex in the patient group in the chosen discipline.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 665 course, students will:1. Conduct themselves professionally and effectively communicate with colleagues and patients
 | 3.1 Develop and **Document** a complete SOAP note with differential diagnosis, diagnostics to order and a clinical management plan for patient including referral criteria for primary diagnoses. 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 665: Selective Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

David Fahringer, MSPH, PA

Associate Program Director

201C Wethington Building

900 South Limestone

Lexington, KY 40536‐0200

859‐323‐1100 ext. 80856 or 859‐218‐0856

David.fahringer@uky.edu

**Office hours**

Appointments only. Email is the best source of communication for setting up appointments. Professor Fahringer will attempt to return all email communications within 48 hours.

Please send all emails with subject title: Chosen Selective Rotation.

**Course Description:**

This is a 4‐week clinical course designed to provide the physician assistant student with experience in evaluating and treating common problems encountered in chosen SELECTIVE. Experience is provided at the level of a primary care physician assistant. The chosen SELECTIVE Clerkship has designed a curriculum to prepare the student to understand and manage the common mental health problems affecting our society. This clerkship is designed to place emphasis on those problems that a primary care physician assistant would most likely encounter in a practice. During the course of this clerkship, the students will understand the basic biology and psychological as well as social aspects of their patients' disorders and they will understand some of the medical management that can provide significant relief to patients. Depending upon the student’s performance, the program reserves the right to change a student’s selective rotation.

**CHOSEN SELECTIVE** (4 weeks): Please follow the course work of the core coursework for the chosen Selective. To successfully complete the chosen Selective rotation, students are required to meet the criteria for 1. Passing score on the preceptor evaluation, and 2. A passing grade on Written Assignment described in the core course.

**Text: *To be chosen according to the rotation selected.***

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Chosen Selective** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| H&Pcase | Part of preceptor eval | EOC (signed & upload to Canvas) |
| SOAP Note | 100% | EOC (upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail | EOC |

* Obtain H&P of a **patient** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas.
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on a patient in the chosen specialty **including referral criteria** for **the each of the primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor.
	2. Responses will be graded according to the rubric published in Canvas.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Chosen Selective Medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

*Course map on the next page…*

***For course goals, objectives, instructional activity and assessment, refer to the course map below:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 665** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 665 course, students will:1. Apply medical knowledge of scientific concepts in the ambulatory and/or inpatient settings to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In the chosen discipline
 | * 1. **Evaluate** patients in the chosen discipline with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 665 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex in the patient group in the chosen discipline.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 665 course, students will:1. Conduct themselves professionally and effectively communicate with colleagues and patients
 | 3.1 Develop and **Document** a complete SOAP note with differential diagnosis, diagnostics to order and a clinical management plan for patient including referral criteria for primary diagnoses. 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 669: Internal Medicine Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Somu Chatterjee, MD, MPH

201 Wethington Building Rm 201D

859-323-1100 ext. 83732

somu.chatterjee@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Dr. Chatterjee will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Internal Medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, conducting research on clinical programs, performing selected studies, and establishing a tentative treatment plan. Students are required to **repeat** the course for a total of **eight weeks** and six credits (ie: IM I and IM II).

**INTERNAL MEDICINE I** (4 weeks): To successfully complete Internal Medicine I, students are required to meet the criteria for 1. Passing score on the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Internal Medicine End of Rotation Examination, also described below.

**INTERNAL MEDICINE II** (4 weeks): To successfully complete Internal Medicine II, students are required to meet the criteria for 1. Passing score on the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Internal Medicine End of Rotation Examination, also described below.

**Text**

*Required*:

Wilson, et al. Harrison’s Principles of Internal Medicine**,** McGraw‐Hill Publishers, Inc. 18th/19th edition

*Optional References*:

* Sanford Guide to Antimicrobial Therapy 2014
* Tarascon Pocket Pharmacopoeia 2014
* Essentials of Internal Medicine (Sloane, Essentials of Internal Medicine). 6th ed. Copyright 2012.
* Hacker & Moore's Essentials of Obstetrics and Gynecology 5th ed.
* Oxford Handbook of Clinical Surgery (Oxford Medical Handbooks) ‐4th ed.
* Pediatric Physical Examination‐: An Illustrated Handbook, 2nd ed. ‐ Karen Duderstadt RN PhD CPNP PCNS
* First Aid for the Psychiatry Clerkship, Third Edition.
* Signs and Symptoms in Internal Medicine ‐ A Literature‐Based Approach: by Paul Paulman, Jeffrey Harrison, Audrey Paulman, Laeth Nasir, Dean Collier. Copyright 2011

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **IM I & IM II separately** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Pediatric Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note | 40% | EOC (upload to Canvas) |
| H&P case | Part of preceptor eval | EOC (signed & upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC  |

* Obtain H&P of a **patient with multisystem involvement** and do an oral presentation of the case to the preceptor. Preceptor signs the written H&P with date. **Student uploads to the canvas shell**. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas)
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignment I and II: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Develop and Document a SOAP note on a complex case **(with multisystem involvement)** with differential diagnosis, diagnostics to order and a clinical management plan for the patient including **referral criteria to subspecialists for each of the diagnoses.**
	2. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

At the conclusion of each 4 weeks of IM I and IM II rotations (total two exams that students have to score ≥ 60% each), students will take the Internal Medicine End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations. (IM1 and IM2 are two separate courses with two separate grades).
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

Dr. Chatterjee’s *virtual* office hours are Monday & Friday noon – 4pm, with email as the preferred method of communication. Students will have 1 or 2 days of class meetings on campus every month. Those will be listed in the student clerkship manual.

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Internal medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

Course map on the next page….

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 669** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 669 course, students will:1. Apply medical knowledge of scientific concepts in the **ambulatory and/or inpatient** setting to conduct history and physical examinations **in a patient with multisystem involvement** to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In adults
 | * 1. **Evaluate** an adult patient with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 669 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 669 course, students will:1. Conduct themselves professionally and effectively communicate colleagues and patients
 | 3.1 Develop and **Document** a SOAP note on a complex case (with multisystem involvement) with differential diagnosis, diagnostics to order and a clinical management plan for the patient including referral criteria to subspecialists **for each of the diagnoses.** 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a chronic case patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 670: Emergency Medicine Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

Prof. Sam Powdrill, MPhil, PA-C

201 Wethington Building Rm 207C

859-323-1100 ext. 80587

spowd2@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Professor Powdrill will attempt to return all communication in a timely fashion.

**Course Description**

This is a **four-week** clinical course designed to provide physician assistant students with experience in evaluating and treating common problems encountered in Emergency Medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, conducting research on clinical programs, performing selected studies, and establishing a tentative treatment plan.

**EMERGENCY MEDICINE** (4 weeks): To successfully complete Emergency Medicine, students are required to meet the criteria for 1. Passing the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Emergency Medicine End of Rotation Examination, also described below.

**Text**

* Required:

 Tintinalli’s Emergency Medicine- Just the Facts; Cline D, Ma J, Cydulka R, et al

 McGraw Hill, 2013

* Optional Readings:
	+ Current Diagnosis & Treatment of Emergency Medicine;
	+ First Exposure to Emergency Medicine Clerkship
	+ Lance Hoffman et. al. ISBN-10: 0071417168 McGraw Hill.
	+ Essentials of Emergency Medicine, Second Edition, Rund, et al
	+ Emergency Medicine: A Comprehensive Study Guide, Seventh Edition, Tintinalli, et al
	+ First Aid for the Emergency Medicine Clerkship, Third Edition (First Aid Series)[Paperback]Latha Stead (Author), Matthew Kaufman
	+ The Clinical Practice of Emergency Medicine, Second Edition, Harwood-Nuss, et al

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Emergency Medicine** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Emergency Medicine Exam (score ≥ 60%) | 60% | EOC |
| SOAP Note (acute, urgent or emergent case) | 40% | EOC (upload to Canvas) |
| H&Pcase pre-op/out ptn. | Part of preceptor eval | EOC (signed & upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC |

* Obtain H&P of a **patient presenting in ER** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas)
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments: (Two separate assignments)*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on an acute, urgent or emergent patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor.
	2. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Emergency Medicine course. At the conclusion of 4 weeks of ER, students will take the ER End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Emergency Medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 670** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 670 course, students will:1. Apply medical knowledge of scientific concepts in the Emergency Room setting to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. To patients across their lifespan
 | * 1. **Evaluate** patients across the lifespan with an effective focused history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 670 course, students will:1. Be able to incorporate their medical knowledge into:
2. Effective health promotion and prevention by counseling for urgent and emergent issues
 | * 1. **Propose** an appropriate prevention strategy to prevent future morbidity
	2. **Educate and Counsel** the patient on behavioral modification pertinent to the presenting condition
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 670 course, students will:1. Conduct themselves professionally and effectively communicate colleagues and patients
 | 3.1 Develop and **Document** a SOAP note on an acute urgent or emergent clinical condition 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 671: Behavioral and Mental Health Syllabus**

University of Kentucky

Department of Clinical Sciences

Division of Physician Assistant Studies

**Course Director**

David Fahringer, MSPH, PA

Associate Program Director

201C Wethington Building

900 South Limestone

Lexington, KY 40536‐0200

859‐323‐1100 ext. 80856 or 859‐218‐0856

David.fahringer@uky.edu

**Office hours**

Appointments only. Email is the best source of communication for setting up appointments. Professor Fahringer will attempt to return all email communications within 48 hours.

Please send all emails with subject title: Behavioral and Mental Health (or BMH) Rotation.

**Course Description:**

This is a 4‐week clinical course designed to provide the physician assistant student with experience in evaluating and treating common problems encountered in BMH. Experience is provided at the level of a primary care physician assistant. The BMH Clerkship has designed a curriculum to prepare the student to understand and manage the common mental health problems affecting our society. This clerkship is designed to place emphasis on those problems that a primary care physician assistant would most likely encounter in a practice. Emphasis is placed on mental health disorders that afflict a population that is steadily aging. During the course of this clerkship, the students will understand the basic biology and psychological as well as social aspects of their patients' disorders and they will understand some of the medical management that can provide significant relief to patients with psychiatric disorders.

**BEHAVIORAL AND MENTAL HEALTH MEDICINE** (4 weeks): To successfully complete Behavioral and Mental Health Medicine, students are required to meet the criteria for 1. Passing on the preceptor evaluation, 2. A passing grade on Written Assignment described below as well as 3. A passing grade (≥ 60%) on the Behavioral and Mental Health Medicine End of Rotation Examination, also described below.

**Text**

Required:

* Kaplan, HI, Saddock BJ. Concise Textbook of Clinical Psychiatry, [latest edition], Lippincott, Williams & Wilkins
* Harrison’s Principals of Internal Medicine, Lungo et al, 18th edition

NOTE: Reading is a mandatory part of this program. This course requires additional reading. You are expected to read beyond the materials listed above.

Optional Readings:

* Andreasen and Black INTRODUCTORY TEXTBOOK OF PSYCHIATRY 5th Edition, 2006 (American Psychiatric Press)
* CURRENT Diagnosis & Treatment Psychiatry”, Second Edition (LANGE CURRENT Series) by Michael Ebert, Peter Loosen, Barry Nurcombe, and James Leckman (Paperback ‐ Mar. 7, 2008). ISBN #978‐0‐07‐142292‐5
* First Aid for the Psychiatry Clerkship, A Student‐to‐Student Guide. Stead, Kaufman, Yanofski (2011, 3rd Edition). ISBN 978‐0‐07‐173923‐8
* Desk Reference to the Diagnostic Criteria from DSM‐IV‐TR. Arlington, VA: American Psychiatric Association, 2000.
* Manley, Myrl (Ed.) Psychiatry Clerkship Guide, 2nd Edition. Philadelphia, PA: Mosby Elsevier, 2007.
* Sadock, Benjamin J. Sadock’s Pocket Handbook of Clinical Psychiatry, 5th Edition, Philadelphia, PA: Lippincott Williams & Wilkins, 2010.
* Sadock, Benjamin and Virginia Sadock. Synopsis of Psychiatry: Behavioral Sciences/Clinical Psychiatry, Tenth10th Edition. Philadelphia, PA: Lippincott Williams & Wilkins, 2007.
* Zimmerman, Gretchen, Cynthia Olsen and Michael Bosworth. “A ‘Stages of Change’ Approach to Helping Patients Change Behavior.” American Family Physician, 61 (5): 1409‐16, 2000.

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Behavioral and Mental Health Medicine** | **% of Final Grade** | **Due** |
| Final Preceptor Evaluation | Pass/Fail (see below) | EOC |
| EOC Behavioral and Mental Health Medicine Exam (score ≥ 60%) | 60% | EOC |
| H&Pcase | Graded by Preceptor | EOC (signed & upload to Canvas) |
| SOAP Note  | 40% | EOC (upload to Canvas) |
| Mid-Clerkship Evaluation | Complete/Incomplete | EOC (upload to Canvas) |
| eMedley Log | Pass/Fail | EOC (signed & upload to Canvas) |
| Professionalism | Pass/Fail – preceptor will evaluate | EOC |

* Obtain H&P of a **patient** and do an ***oral presentation*** of the case to the preceptor. Student uploads signed written H&P to the canvas shell. (Hint! Refer to the course map. **Select your case carefully** so that you can demonstrate all the skills that you will be evaluated on by the preceptor. Try to do it in the last week of the rotation). Performance graded on the evaluation rubric by the preceptor.
* EMedley Patient Log Pass/Fail EOC (sign by preceptor and upload to Canvas)
* Professionalism Pass/Fail EOC (preceptor evaluation)

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

***Written Assignments:*** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP/ ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* 1. Prepare a **SOAP note** on patient **including referral criteria** for the **primary diagnosis** and get feedback from the preceptor then upload to Canvas shell. Seek constructive feedback from the preceptor.
	2. Responses will be graded according to the rubric published in Canvas.

**Exam** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

A score **of ≥ 60% is required** to successfully pass the Behavior and Mental Health course. At the conclusion of 4 weeks of BMH, students will take the BMH End of Rotation Examination designed and administered by the Physician Assistant Education Association (PAEA). More information regarding the formatting, core tasks and exam objectives can be found by exploring: <http://www.endofrotation.org/>

* All students need to score ≥ 60% in all EOC exams to pass the course irrespective of the scores in other components of the course.
* A student having failed an exam has 14 days to retake the exam. Under special circumstances (holidays or as approved by the clinical team) the student may be allowed extra grace period. Please notify the course director **AND** the clinical team of your choice for retaking the exam.
* The retake exam will be provided by the faculty. The content for the retake exam will be decided by the faculty.
* The program policy is to **deduct 10 percentage points** from the final percentage grade points if the student has failed once. Failure of a retake exam results in failure of the course and will be repeated at the end of the all other rotations.
* The student will meet with the course director and will undergo remediation in consultation with the program before the student repeats the course.

**Preceptor Evaluation: Please carefully read every component of the course map given below** f**or course goals, objectives, instructional activity and assessment.** *(Addresses PA Competencies: MK, PC, PBL, COM, SBP, / ARC-PA Standards:* *B3.01, B3.0, B3.03, B3.04, B3.05, B3.06, B3.07)*

* At the conclusion of each SCPE, preceptors will evaluate your performance using a standardized form sent to them by the program. A copy of that form is in this document (Appendix C). Items on this form are mapped to Clinical Expectations and designed to permit the preceptor to indicate your level of competency through demonstrated performance during the SCPE using a 4-point Likert-type scale. It is expected that ratings will increase as you progress through the clinical year. **Therefore, the passing score on this form increases from an average of 2.0 during the first four clerkships to 2.5 during the middle four clerkships and finally to 3.0 during the final four clerkships.**

|  |  |  |
| --- | --- | --- |
| **SCPEs** | **Passing score: Clinical Competency & Patient Care**  | **Passing Score: Professionalism** |
| 1-4 | Average of 2.0 or greater | Students must pass all items in Professionalism (all clerkships in the clinical year). |
| 5-8 | Average of 2.5 or greater  |
| 9-12 | Average of 3.0 or greater  |

Policy Regarding Late Work

Late work will not be accepted.

Attendance

* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice or be given tasks related to the clinical rotation under the supervision of another provider/physician representative.
* PA students are to have at least on average one day out of every seven days free from clinical duties.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. when accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Daily Reading

Due to the amount of material and contact hours required over the next 4 weeks, it is Imperative that you consistently read throughout all your rotations. There are many excellent references for internal and Behavioral and Mental Health Medicine (see required and recommended text) and it is the expectation that you read/study on average at a minimum 2 hours each day to prepare for your clerkship and the PANCE.

Recommendations

* You only get one chance to make a first Impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus. Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

Course map on the next page…

For course goals, objectives, instructional activity and assessment, refer to the course map below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ARC-PA**  | **PA Core Competencies** | **Learning Outcomes PAS 671** | **Course Objectives** | **Instruction Activity** | **Assessment** |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 671 course, students will:1. Apply medical knowledge of scientific concepts in the ambulatory and/or inpatient settings to conduct history and physical examinations to arrive at a differential diagnosis and formulate a plan of management for the condition examined
	1. In the psychiatric patient
 | * 1. **Evaluate** psychiatric patients with an effective history and physical examination for the specific reason for visit.
	2. **Formulate** a differential diagnosis and order diagnostics to rule out or confirm the working diagnosis given the level of acuity
	3. **Select** a clinical intervention plan that is consistent with the working diagnosis and orally present the entire case to the preceptor.
 | Obtain H&P of a patient and do an ***oral presentation*** of the case to the preceptor  | 1. Preceptor signing off on the written H&P with date. Student uploads to the canvas shell2. Preceptor scores the student on end of clerkship evaluation tool on the task  |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP | At the end of the PAS 671 course, students will:1. Be able to incorporate their medical knowledge into effective health promotion/ disease prevention
 | * 1. **Propose** an appropriate prevention strategy for the given condition, age and sex.
	2. **Educate and Counsel** the patient and family on the chosen prevention modality.
 | ***Demonstrate*** counseling of patients/ family members of patients to the preceptor | Preceptor scores the student on clerkship evaluation tool on the ability to provide case specific preventive care including counseling |
| B3.01B3.02 B3.03B3.04B3.05B3.06B3.07 | PC, MK, COM, PR, SBP, PBL | At the end of the PAS 671 course, students will:1. Conduct themselves professionally and effectively communicate with colleagues and patients
 | 3.1 Develop and **Document** a complete psychiatric SOAP note with differential diagnosis, diagnostics to order and a clinical management plan for patient including **referral criteria** to a psychiatric specialist. 3.2 Student is able to **seek out constructive feedback** from and provide constructive feedback to colleagues and other health professionals.3.3 The student **Demonstrates** compliance with confidentiality requirements in the clinical setting | Prepare a SOAP note on a chronic case patient including ***referral*** ***criteria*** and ***get feedback from*** the preceptor then upload to Canvas shell | 1. SOAP note assignment 2. Preceptor scores the student on ability to document a SOAP note 3. Preceptor scores the student on professionalism |

**PAS 680: SEMINAR IN PA STUDIES**

**DIVISION OF PHYSICIAN ASSISTANT STUDIES**

**COLLEGE OF HEALTH SCIENCES UNIVERSITY OF KENTUCKY**

**Course Director**

Somu Chatterjee, MD, MPH

201 Wethington Building Rm 201D

859-323-1100 ext. 83732

somu.chatterjee@uky.edu

**Office hours**

By appointment only. Email is the best form of communication; office phone is also available. Dr. Chatterjee will attempt to return all communication in a timely fashion.

**Communication:**

Uky.edu domain Email is the preferred mode of communication. However, students can communicate via Slack. Special accommodations will not be entertained for not receiving emails because of inability to access uky.edu emails.

**Social Media Tools:**

In the clinical year 2017-2018 we will be using Slack. You will be receiving an invitation from clinical team to join Slack domain **ukpa2018.slack.com.** Slack is relatively secure online tool for communication with the clinical team. Posts are not for public consumption (other than your classmates who would be able to see some of your posts). Use your first name initial (J for John) and full last name (Doe) while creating an account in Slack. Please let your instructor / clinical team know what username(s) you will be using during the course so that we may note it in my gradebook.

* Know your Slack team domain (ukpa.slack.com)
* Need to create your account in [www.slack.com](http://www.slack.com) enter team domain name **ukpa2018** create username and password.
* Acceptable email addresses domains for login are **uky.edu**

While Slack is a more informal mode of communication, I still insist that you treat the instructor and other members of the class with respect when communicating via these channels, just as you would during an in-class discussion. I will NOT provide your grades (nor discuss any personally-identifiable grade information). **Discussion on patients should adhere to the HIPAA and no personal identifiable information should be disclosed.**

The clinical team available on slack will be:

*Donna Jones*

*Dr. Somu Chatterjee*

*Professor David Fahringer*

*Professor Shelley Irving PA-C*

*Samuel Powdrill*

**Course Description**

PAS 680 is conducted in a seminar style of presentation with various presenters who cover a variety of subjects pertinent to the clinical practice and professional life of the physician assistant. The class meets every four weeks. This clinical year physician assistant course may include faculty presentations, guest lecturers, and clinical and professional skills workshops.

**Course Objectives** (see at the end for standards addressed):

PAS 680 will provide students with the opportunity to:

1. Learn from sharing their clinical experiences with colleagues
2. Learn about medical topics not addressed in the didactic year
3. Take timely quizzes in Exam Master to enhance learning
4. Develop their patient presentation skills
5. Advance their clinical skills through hands on workshops
6. Acquire career and professional development knowledge and skills
7. Empathize with patients with disabilities.
8. Discuss and address issues with faculty related to the clinical clerkships.
9. Gain insight into the community and patient needs
10. Recognize health and community issues
11. Learn to interact with community leaders
12. Prepare for PANCE
13. Prepare for job opportunities

**Text:**

There is no textbook, however there will be required readings lectures throughout the year. Please check Canvas updates monthly for changes in EOC. Some of the material may require discussions, critical thinking, and responses in forum format. Articles and videos may be used. You will be expected to discuss this material during EOC day as well.

**Technology Specific to Course Requirements:**

* A current Canvas account is required. If not sure, contact 218‐HELP
* A current uky.edu email account
* Current working cell phone number for PA program and its faculty
* NOTE: Failed technology is NOT an excuse for late work.

**Canvas:**

You will be enrolled in Canvas by the PA faculty.

**Generic Schedule for EOC days 2017‐2018:**

* Refer to the Manual for dates for the entire clinical year schedule.
* The class will receive updates every month on the schedule and the activities on the upcoming EOC days.
* Schedules will be changed by the clinical team only if absolutely necessary.
* ***The format*** that maybe followed on every EOC day will be as following (may be in any sequence):
	+ Verification of all documents uploaded into canvas prior to EOC day. (15 min)
	+ EOC day Exam (2 hr exam for 120 questions with optional 15 min break in between)
		- Please arrive ***30 min prior to taking the exam*** to sign the Honor code for the PAEA EOR Exam of the day and complete pending evaluation if any on E-Medley.
		- All evaluations must be completed online in E-Medley by the end of EOC day.
		- Points will be awarded for each completed evaluation (see evaluation below)
* Housekeeping – Announcements etc. (30 min)
* Meeting with Clerkship directors and Q &A / mini orientation for each clerkship - as available (30 min)
* Team based learning activities (if it occurs, hrs. will vary)
* Presentation on a topic (External Presenters) (2 - 3 hrs.)
* Student Presentation on a topic with Q and A by the instructor and students (15-20 min each for presentation + 5-10 min Q and A) – upload presentation on Canvas.
* Topic of presentation should be emailed to Donna/Dr Chatterjee at least 30 – 45 days prior to Date of presentation. Schedule and deadlines for the topics will be available on Canvas PAS 680 course shell. Individuals will be chosen from each rotation.

**Evaluation and Grading**

|  |  |  |
| --- | --- | --- |
| **Tasks/Assignments** | **% of Final Grade** | **Due** |
| Rural Health Report | 50% (100 points) | March 31, 2018 |
| Student Presentations during EOC. | 50% (100 points) | Rubric for presentation will be uploaded onto canvas under Modules and is in Syllabus. Topics will be provided by the course director. |
| Professionalism | Pass/Fail | Easy picking provided no disciplinary issues noted. |

Course grades are earned using the following scale:

A = ≥89.5

B = 79.5 - 89.4%

C = 69.5 - 79.4%

E = < 69.4%

Grades for the course will be given after the last meeting in accordance with University and graduate school terms and standards. If you want to know your current grade at any time, please see Dr. Chatterjee.

**Written Assignments**

***Rural Health Report:*** *(Addresses PA Competencies: MK, PC, PBLI)*

Rural Health Report is due end of March 2018. Upload all the rural health report onto Canvas shell PAS 680 Assignment folder. Failure of technology is not an excuse.

* Choose a patient from a rural area in Kentucky that you have seen in the clinics.
* Research the public health department in the county of residence ***of the patient***
* Write a paper detailing the following: (*2- 3 pages excluding the flowchart, Times New Roman, font 12, single spacing*) – Format adherence **(5 points)**
* Graphical representation/flowchart showing the organization of the health department (call them or visit or speak with them if you have to) **(10 points)**
* What are the services offered by the health department? Please describe briefly (10 points)
* Funding sources of the health department **(10 points)**
* Graphical representation/flowchart showing the flow of information of notifiable disease from the health department to the state (call them and speak with them if you have to) **(5 points)**
* Provide at least 3 ways that Physician Assistant and the health department collaborate for healthier patient outcomes (one mandatory reference on this point) **(15 points)**
* Your impression of the public health department before the exercise compared to after the assignment. **(15 points)**
* *You can ask questions pertaining to the following topics and more:*
* *Types of services offered*
* *Major funding sources/support for the programs*
* *Population catered to*
* *Vaccination offerings*
* *Immunization reimbursement procedures*
* *Environmental health functions*
* *Reporting of infectious diseases*
* *Flow of information/chain of reporting for outbreaks*
* *Emergency preparedness activities*

**Student Presentations:**

* Rubric for scoring student presentations is given below: (Total 100 points) – Time 15-20 min + 5-10 min for Q & A
* Topic of presentation and schedule of presentation will be given to the students at least 30 – 45 days prior to Date of presentation. Schedule will be uploaded on canvas.

|  |  |  |
| --- | --- | --- |
| Format of power point(no more than 6 bullet points in a slide) – Read the presentation on canvas under files “PPT format” | 10 points | 2 points deducted for every extra bullet point2 points deducted for each complete sentence |
| Introduction to the disease – Pathophysiology and Epidemiology (**max 3 slides**) | 18 | Points deducted for inaccuracy |
| Disease presentation: Classification, common complaints – signs and symptoms and (**max 3 slides** | 24 | Points deducted for inaccuracy |
| Diagnostics, Findings, Treatment, and -Medications, Lifestyle changes (**5-8 slides**) | 25 | Points deducted for inaccuracy |
| Prevention of disease & Follow up tasks for the disease (**Max 3 slides**) | 15 points | Points deducted for inaccuracy |
| Complete in a timely manner **( 15-20 min**) | 8 points | 2 points deducted for every 5 min over 20 min. |

**PAEA EOR Exams are not part of PAS 680 but are a part of the individual courses** *(Addresses PA Competencies/ ARC-PA Standards: MK, PC, B2.03, B2.05, B2.10)*

**Policy Regarding Late Work**

Late work will not be accepted.

**Attendance**

* Attendance will be taken in-class at every EOC.
* No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.
* The PA student is to follow the preceptor’s schedule. If the preceptor be off work, the student may be assigned to another preceptor within the practice.
* PA students are to have at least on average one day out of every seven days free from clinical duties.
* **For students on International rotations**:

International Rotations will be excused from EOC days while out of the country. However, to get credit for any EOC activities, students will have to complete a learning activity online. Please see Dr. Chatterjee for the learning activity.

Student Professionalism and Academic Integrity

The UKPAS division, in accordance with the American Academy of Physician Assistants, believes that professionalism is a core competency for both practicing PAs and PA students. In addition to satisfying the didactic criteria as specified, you must pass a professionalism component in order to successfully pass this course. The course director with the assistance of the preceptor will evaluate your professionalism on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to: honesty, attendance and punctuality, behavior and preparedness in the clinical setting, respect and appropriate interaction with your preceptor, medical staff, and the university faculty and staff, overall attitude and handling of complaints and disputes through established University Policies and Procedures.

It is a University policy to respect the dignity of all individuals, and to value differences among all members of the academic community. Statements denigrating others on the basis of sex, race, religion, sexual orientation, age, national/regional orientation, or other irrelevant factors will not be permitted.

The minimum penalty for plagiarism or cheating will be an E for the course, with suspension and dismissal also as possibilities. The definition of plagiarism is listed in University Senate Rule 6.3.1 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf>

Students are expected to be familiar with the above standards/ recommendations. If a student has a question regarding any of the above, they are to contact the primary course instructor. A more detailed discussion of plagiarism is available at <http://www.uky.edu/Ombud/Plagiarism.pdf>.

Technology Requirements

This course does require you have the following: A current Canvas account, a uky.edu email account and a current working cell phone.

Technology for Distance Learning Course

Dr. Chatterjee’s *virtual* office hours are Monday & Friday noon – 4pm, with email as the preferred method of communication.

Students will have 1 or 2 days of class meetings on campus every month. Those will be listed in the student clerkship manual.

The technological requirements for the course are located at: <http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>

Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).

For technical issues, call 859-218-HELP, if not resolved, then contact instructor via email.

If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center Director, Jake Karnes, at 859-257-2754 or jkarnes@email.uky.edu.

Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)

Carla Cantagallo, DL Librarian. Can be reached via phone: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6). Email: dllservice@email.uky.edu

DL Interlibrary Loan Service: <http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16>

Recommendations

* You only get one chance to make a first impression! Contact your preceptor before your rotation. If you are unable to go by, then contact the office and remind him/her that you are coming for 4 weeks and looking forward to the experience.
* Be prepared. Ask your preceptor for commonly seen diagnoses/surgeries in their practice and read up on these. Always have your name tag, stethoscope and other needed supplies.
* Always be respectful and interested in your preceptor’s patients and specialty.
* Be early.
* At the end of the rotation personally thank all those who helped you in your education (including office staff, billing personnel, nursing etc.).
* I look forward to assisting each of you during this rotation; please contact me with concerns or questions throughout your clerkship.

Competencies

This course will fulfill Competencies for the Physician Assistant Profession of: Medical Knowledge (MK), Interpersonal and Communications Skills (IC), Patient Care (PC), Professionalism (P) and Practice-based learning (PB). The subset of each competency fulfilled will be indicated by listing it next to the assignment and objective. This course will fulfill the following *Standards* of ARC-PA: Clinical Preparatory Instruction B2.03, B2.04, B2.05, B2.07, B2.09, B2.10, B2.15 and is indicated specifically in the syllabus.

Supervised Clinical practice B3.02, B3.03, B3.04, B3.05, B3.06 and B3.07 are fulfilled during the entire surgical clerkship.

Course Goals

1. The PA student will provide appropriate medical care in the outpatient and inpatient setting in clinical rotations.
2. The PA student will be proficient in the diagnosis and management of medical adult patients.
3. The PA student will be able to work and communicate with an interdisciplinary team to provide excellent patient care.
4. The PA student will be able to provide efficient, effective, and safe patient centered care.
5. The PA student will be able to display professionalism while working with the medical team and patient.

Course Objectives

1. Demonstrate the ability to elicit the patient's chief complaint as well as a complete list of the patient's concerns.  *MK, IC, PC, P, B2.04, B2.05*
2. Demonstrate the ability to take an appropriate history and perform a physical examination.  *IC, PC, B2.04, B2.05, B2.07*
3. Order basic laboratory and radiologic studies as appropriate and interpret the results of these studies. *MK, PC , PB, B2.05, B2.10*
4. Demonstrate the ability to write and dictate a history and physical note, order needed diagnostic tests and formulate the assessment and plan for common medial conditions. *MK, IC, PC, B2.03, B2.04, B2.05, B2.10, B2.15*
5. Translate the history and physical findings into a succinct oral presentation to the physician. *IC, B2.04*
6. Demonstrate medical knowledge to diagnose and manage adult medical patients with common medical conditions. *MK, PC, B2.03, B2.05, B2.10*
7. Demonstrate respect, compassion and integrity in all patient interactions. *P, B2.09*
8. Interpret current medical literature and apply this information to a patient’s medical plan while considering such factors as, pretest probability, performance characteristics of tests (sensitivity, specificity, and likelihood ratios), cost, risks and patient preferences. *MK, IC, PC, P, PB, B2.10*

**APPENDIX C**

**END OF SCPE (Supervised Clinical Practice Experience):
PRECEPTOR EVALUATION OF STUDENT PERFORMANCE**

**SECTION 1: CLINICAL COMPETENCY**

***For each of the following tasks listed below, please indicate the level of performance based on your experience working with this student:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Unable****To****perform** **(1)***Attempts but unsuccessful in completing task even with preceptor support* | **Requires close supervision (2)***Requires guidance and/or the presence of preceptor to successfully complete* | **Requires minimal supervision (3)***Successfully completes with little feedback and/or clarification by preceptor* | **CAN pErFORm WIThout DIRECT SUPERVISION (4)***Performs at advanced level, rarely requiring feedback or clarification*  | **Not Applicable OR Observable***Specific task was neither observed nor assessed during the rotation* |
| 1. **Provide accurate and concise documentation (electronic or on paper) of an office visit clinical encounter or a hospital admission**
 |  |  |  |  |  |
| 1. **Provide case specific preventive care (Counselling patients (or families) on patient safety and/or effective health promotion and/or disease prevention strategies)**
 |  |  |  |  |  |
| 1. **Provide care for acutely ill or injured patients in non-emergent situations*.***
 |  |  |  |  |  |
| 1. **Provide care for acutely ill or injured patients in emergent situations (life-threatening, time sensitive).**
 |  |  |  |  |  |
| 1. **Provide care for patients with chronic conditions.**
 |  |  |  |  |  |
| 1. **Identify referral criteria for cases.**
 |  |  |  |  |  |
| 1. **Elicit a comprehensive/focused medical history from patients**
 |  |  |  |  |  |
| 1. **Perform an appropriate comprehensive/focused physical examination on patients**
 |  |  |  |  |  |
| 1. **Develop a prioritized differential diagnosis and select a working diagnosis following a patient encounter**
 |  |  |  |  |  |
| 1. **Develop a diagnostic plan for a common clinical presentation (including ordering and interpreting diagnostic tests).**
 |  |  |  |  |  |
| 1. **Develop a treatment plan using pharmacotherapeutic principles and knowledge of medications for commonly encountered ailments.**
 |  |  |  |  |  |
| 1. **Provide an oral presentation of a patient encounter in the ambulatory or inpatient settings.**
 |  |  |  |  |  |

**SECTION 2: PATIENT CARE**

***Relative to the level of a recent PA graduate, please rate the student’s level of performance when providing care as specified below:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Unable****To****perform** **(1)***Attempts but unsuccessful in completing task even with preceptor support* | **Requires close supervision (2)***Requires guidance and/or the presence of preceptor to successfully complete* | **Requires minimal supervision (3)***Successfully completes with little feedback and/or clarification by preceptor* | **CAN pErFORm WIThout DIRECT SUPERVISION (4)***Performs at advanced level, rarely requiring feedback or clarification*  | **Not Applicable OR Observable***Specific task was neither observed nor assessed during the rotation* |
| 1. **Provide medical care to infants (birth-1 years).**
 |  |  |  |  |  |
| 1. **Provide medical care to children (>1 - 11 years).**
 |  |  |  |  |  |
| 1. **Provide medical care to adolescents (>11 - 21 years).**
 |  |  |  |  |  |
| 1. **Provide medical care to adults (>21 - 65 years).**
 |  |  |  |  |  |
| 1. **Provide medical care to the elderly (65+ years)**
 |  |  |  |  |  |
| 1. **Provide medical care relative to women’s health specifically in the area of prenatal care.**
 |  |  |  |  |  |
| 1. **Provide medical care relative to women’s health specifically in the area of gynecologic care.**
 |  |  |  |  |  |
| 1. **Provide medical care for conditions requiring surgical management specifically in the area of pre-operative care. , intra-operative, or post-operative care).**
 |  |  |  |  |  |
| 1. **Provide medical care for conditions requiring surgical management specifically in the area of intra-operative.**
 |  |  |  |  |  |
| 1. **Provide medical care for conditions requiring surgical management specifically in the area of post-operative care.**
 |  |  |  |  |  |
| 1. **Provide medical care for behavioral and mental health conditions.**
 |  |  |  |  |  |

**SECTION 3: PROFESSIONALISM**

***For each of the following activities, please indicate the degree to which you agree with each statement based on your experience working with this student.***

|  |  |  |  |
| --- | --- | --- | --- |
|  | FAIL | PASS | NOT OBSERVED |
| 1. **Seeks out constructive feedback from colleagues and other health professionals.**
 |  |  |  |
| 1. **Demonstrates personal responsibility and accountability in all clinical and educational activities.**
 |  |  |  |
| 1. **Demonstrates sensitivity and respect toward patient individuality, including but not limited to age, gender, ethnicity, belief system, sexual orientation and abilities.**
 |  |  |  |
| 1. **Conducts oneself in a professional manner, consistent with the expectation for entry into clinical PA practice.**
 |  |  |  |

**Appendix D**

**Examples of Student Case Volume over the Past 3 Years**

***At the End of each Rotation:***

**Typical patient numbers for specific supervised clinical practice experiences are listed in the table below. These should serve as a guide for your use as you progress through the clinical year. If you fall short of these numbers during a particular rotation, the Clinical Team will take a closer look at your performance in that clerkship and additional experience may be required.**

|  |  |
| --- | --- |
| **CLERKSHIPS** | **SUGGESTED MINIMUM NO. OF CASES** |
| **EMERGENCY MEDICINE** | **97** |
| **FAMILY MEDICINE** | **216** |
| **GERIATRICS** | **81** |
| **INTERNAL MEDICINE** | **168** |
| **OBSTETRICS AND GYNECOLOGY** | **98** |
| **PEDIATRICS** | **118** |
| **BEHAVIORAL & MENTAL HEALTH** | **55** |
| **SURGERY** | **65** |

***At the End of the Clinical Year:***

**Typical numbers of patient encounters in various categories are listed in the table below. These should serve as a guide for your use as you progress through the clinical year. If you fall short of these numbers, the Clinical Team will take a closer look at your performance and additional experience may be required.**

|  |  |
| --- | --- |
| **Type of Encounter / Case** | **Suggested** |
| **Preventive Care** | **50** |
| **Acute Care** | **50** |
| **Chronic Care** | **625** |
| **Emergent Care** | **100** |

|  |  |
| --- | --- |
| **Infants** | **25** |
| **Children** | **90** |
| **Adolescents** | **125** |
| **Adults** | **725** |
| **Elderly** | **300** |

|  |  |
| --- | --- |
| **Prenatal care** | **25** |
| **Gynecological care** | **100** |
| **Surgical-pre op** | **15** |
| **Surgical-intra op** | **20** |
| **Surgical-post op** | **25** |
| **Surgical-complete** | **5** |
| **Behavioral / mental health**  | **75** |