



# Success in Medical School II

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MEDC 211.0

YEAR 2 TERM 1&2

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 COURSE SYLLABUS 2017-18



UNIVERSITY OF SASKATCHEWAN

College of Medicine

MEDICINE.USASK.CA

### COURSE DESCRIPTION

Medical school is an intense and complex journey with many challenging transitions throughout. Many students have expressed the need to have specific supports in place to help manage the transition into medical school and the medical profession in general. The purpose of this course is to provide students with information, experiences, and tools that will help them to be successful in all aspects of medical school from a personal, academic, and professional perspective. By having dedicated time in the curriculum for Success in Medicine, we can provide these elements in a developmental fashion at the appropriate times. Topics and experiences include: basic orientation to the MD program, wellness, career advising and mentoring, professionalism, and shadowing.

Completion of this course will contribute to attaining elements of the overall undergraduate program objectives ([MD Program Objectives](#)).

### OVERALL COURSE OBJECTIVES

By the completion of this course, students will be expected to:

1. Develop skills for academic success in pre-clerkship. (*Professional, Scholar, Communicator*)
2. Develop skills in balancing personal well-being with academic demands. (*Professional, Communicator*)
3. Explore professional roles and identity development as a medical student and future physician. (*Professional, Scholar*)
4. Explore personal and professional goals as it relates to career planning. (*Professional*)

The University of Saskatchewan Learning Charter is intended to define aspirations about the learning experience that the University aims to provide, and the roles to be played in realizing these aspirations by students, instructors and the institution. A copy of the Learning Charter can be found at: [www.usask.ca/university\\_secretary/LearningCharter.pdf](http://www.usask.ca/university_secretary/LearningCharter.pdf)

### COURSE CONTACTS

**Course Director:** Dr. Schaana Van De Kamp – [schaana.v@usask.ca](mailto:schaana.v@usask.ca)

**Course Co-Chair:** Dr. Meredith McKague - [meredith.mckague@usask.ca](mailto:meredith.mckague@usask.ca) – (306) 966-2750

**Course Co-Chair:** Dr. Bindu Nair – [bindu.nair@usask.ca](mailto:bindu.nair@usask.ca) - 306-966-7275 \*\*due to the nature of Dr. Nair's position of Assistant Dean Student Affairs, Dr. Nair will be involved in course delivery and planning but not in student assessment.

**Preclerkship Coordinator:** Ashley McNabb - [ashley.mcnabb@usask.ca](mailto:ashley.mcnabb@usask.ca) – (306) 966-7202

**Education Consultant (Regina):** Christa Kaytor - [christa.kaytor@rqhealth.ca](mailto:christa.kaytor@rqhealth.ca) – (306) 766-3157

**Administrative Assistant:** Kimberly Basque [medicine.year2saskatoon@usask.ca](mailto:medicine.year2saskatoon@usask.ca) (306) 966-6151

**Administrative Coordinator (Regina):** Megan Sapp – [megan.sapp@rqhealth.ca](mailto:megan.sapp@rqhealth.ca) - (306) 766-0552

**Administrative Officer (Regina):** Sherry Lindenbach - [sherry.lindenbach@rqhealth.ca](mailto:sherry.lindenbach@rqhealth.ca) – (306\_ 766-0578

### COURSE SCHEDULE

Please check One45 **DAILY** to ensure that you have the most current schedule information. The latest a change can be made to a session (unless it is a true emergency) is 48 hours in advance of the scheduled sessions. If changes are made to a session that has already been scheduled in One45, affected students will be notified directly via email by the UGME Office.

## COURSE DELIVERY

This course will include the following:

- Large Group interactive sessions videoconferenced to Regina.
- Large Group sessions specific to each site
- Potentially, small group sessions
- Individual experiential learning shadowing and mentorship opportunities

## COURSE MATERIAL ACCESS

Course materials, including the syllabus, sessions, objectives, required reading, forms, and other useful documents are posted as handouts on One45. It is strongly encouraged that each Student read the [Student Information Guide](#).

- If you are having difficulty accessing your account please contact Student Central 306-966-1212 or contact IT Services Help Desk 306-966-4817

## COURSE ASSESSMENT OVERVIEW

This course is entirely based on a Pass/Fail approach to assessment, which will be based primarily on attendance, engagement in course activities, and completion of mandatory components.

## ASSESSMENT COMPONENTS

Participation is expected as part of professionalism.

- Attendance in all identified mandatory sessions (see One45) *Exploring Your Options*
- *Practice Opportunities in Saskatchewan*
- *Career Advising Appointments*
- Specialty Exploration
- Career Paths Panel
- A Day in the Life of a Resident
- *Electives Lecture*
- *Electives Planning Experience Panel*
- *The Changing Landscape of Post-Graduate Medical Education*
- Self-directed Learning Assignment;
- 10 hours of shadowing.

## UNDERGRADUATE MEDICAL EDUCATION ASSIGNMENT SUBMISSION POLICY

Any assignment submitted after 23:59 SK time on the specified date is deemed late (unless otherwise specified).

All due dates or timelines for assignment submission are published in the student course syllabus<sup>[1]</sup>.

A late assignment may still be submitted up to three consecutive calendar days (72 hours) from the original deadline for that assessment. The assignment must be submitted to the appropriate year Administrative Coordinator in Saskatoon, or the Educational Consultant in Regina for years 1-2. Years 3-4 must submit to the Rotation Coordinator. The student, if submitting a late assignment that is deemed to be at or above the pass mark for that assignment will

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<sup>[1]</sup> Blackboard routinely updates their systems on certain Wednesday evenings. In the event that Blackboard is down for scheduled maintenance or due to technical difficulties, assignments are to be submitted by 0900 the following morning.

receive the pass mark for the assignment. If it is assessed as below the pass mark, the student will receive the actual grade assigned for the assignment.

Any late assignments not submitted by 23:59 on the third day will receive a mark of 0%. After this period, all mandatory assignments must still be submitted, or the student will be deemed to be missing a course component, which will result in an incomplete course. Subsequent academic consequences will be determined at the promotions committee meetings.

In addition to the consequences specified herein, students submitting mandatory assignments late should anticipate a meeting to discuss professionalism, which may result in associated documentation.

**All requests for a deferral of an assignment due date must be received a minimum of 72 hours prior to the deadline.**

All such requests must be sent to the Course Director or Rotation Coordinator and copied to the relevant Administrative Coordinator. The course director, in consultation with the year chair and appropriate course/module/rotation director will make a final decision and notify the student of the outcome. Exceptional, unforeseen circumstances will be considered on an individual basis as above.

## CITATION FORMAT

Unless otherwise specified by the course or module director, the expected citation format is that of the International Committee of Medical Journal Editors (ICMJE). Examples of this citation format are available at [www.nlm.nih.gov/bsd/uniform\\_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html)

## COURSE REMEDIATION AND PASS/FAILURE POLICY

In order to successfully complete the Success in Medical School II Course students must complete all mandatory course components. Students who do not attend and participate as expected in the course may fail the course on the basis of professionalism. Students who are not promoted as a result of being unsuccessful in the course will receive a grade of 'F' on their transcripts.

The implications of failing to successfully complete course components will be adjudicated at the end of each term at the Year 2 Promotions Committee meeting and a final decision to grant remediation/supplemental work and promotion outcomes will be determined by the Student Academic Management Committee (SAMC).

## ATTENDANCE EXPECTATIONS

See [Student Information Guide](#) for MD Program Attendance and Absence Policy.

### What are Expectations for attendance in Success in Medical School II?

See the Attendance Policy in the [Student Information Guide](#) for expectations. It is expected that students will attend all sessions unless absence is unavoidable. Attendance at small group sessions is mandatory. Unexplained absences may lead to a Breach of Professionalism report with academic consequences.

### How is attendance documented?

Students must attend the Financial Advising/Planning sessions in the Wellness module and attendance will be documented by a sign-in sheet. Shadowing sessions will be documented using a log book.

## RECORDING OF THE LECTURES

Lectures will be recorded and posted to the course Blackboard site under Course Materials. The lecture recordings are not intended to be a replacement for attending the session but to enhance understanding of the concepts.

## **COPYRIGHT**

Students are expected to respect the University of Saskatchewan Copyright Policy outlined at [www.usask.ca/copyright/](http://www.usask.ca/copyright/)

## **COURSE EVALUATIONS AND QUALITY IMPROVEMENT**

As a result of feedback from previous student course evaluations the following changes have been made:

1. Students have requested more dedicated curricular time for wellness and career advising. We have increased the number of hours for each of these components and have housed them into the Success in Medical School course (formerly, these components were not housed in a single course).
2. Because shadowing has a strong link with career planning and professional identity formation, we moved it into Success in Medical School and out of Medicine and Society.
3. Wellness sessions have been arranged to address issues that are specific to Year Two students and will progress in a developmental manner as student progress through the MD program.

## Course modules

This course is composed of the following modules: Orientation and Professionalism, Wellness, Career Advising and Mentoring, and Shadowing. The modules are designed to focus on various aspects of medical education suited to the level of the student within this term. By the end of this course, you will begin to integrate the information learned in each separate module and apply what was learned throughout the term.

### Orientation and Professionalism

**Module Director:** Dr. Schaana Van De Kamp – [schaana.v@usask.ca](mailto:schaana.v@usask.ca) – 306.966.5354

**Preclerkship Coordinator:** Ashley McNabb – [ashley.mcnabb@usask.ca](mailto:ashley.mcnabb@usask.ca) – 306.966.7202

**Description:** This module will provide students with general orientation to the College of Medicine program, the key administrative and support structures, and people within it. It will also provide specific orientation to the policies and procedures relevant to the Undergraduate Medical Program. Additionally, this module will also introduce students to the concept of professionalism, which is a key concept in professional identity formation.

**Objectives:** By the completion of this module, students will be able to:

1. Explain undergraduate program policies, processes, structure, schedules and resources. (*Professional*)
2. Develop an approach to reflection that will support self-directed and life-long learning. (*Scholar*)
3. Discuss the professional expectations of a medical student. (*Professional*)
4. Reflect on the development of professional identity as a medical student. (*Professional*)

**Assessment:** No summative assessment for orientation and professionalism sessions.

**Assignment:** Reflection and Self-Directed Learning

**Value:** Pass/Fail based on mandatory submission.

**Date:** Friday March 30, 2018

**Description:** Students will choose an encounter from a Clinical Skills or Shadowing experience and, using the general approach to reflection and self-directed learning, provide a narrative description of their process for 1) reflecting on and identifying their learning need; 2) reviewing relevant literature to support addressing the learning need, including a reflection on the credibility of the information sources; 3) sharing lessons learned with peers or facilitators; 4) applying lessons learned to either the resolution of the learning issue or to the action plan for future similar learning issues; 5) providing a plan for monitoring future effectiveness. Students will receive narrative feedback related to the description of the process they followed to address the learning need, not on the qualitative aspects of the reflection itself or whether or not they had a successful clinical outcome. A grading rubric will be provided in BBLearn and in class.

### Wellness

**Module Director:** Dr. Bindu Nair - [bindu.nair@usask.ca](mailto:bindu.nair@usask.ca) – 306.966.7275

**Description:** Student well-being may decline during medical school due to both internal and external stressors. Wellness is a conscious and self-directed process of making choices toward a healthy and fulfilling life. This course was developed to introduce students to the concepts and resources for enabling wellness and resilience.

**Student Requirements:** Attendance as per the attendance policy with the exception of the Financial Advising/Planning sessions which are mandatory.

**Objectives:** By the completion of this module, students will be able to:

1. Identify and begin to implement skills to achieve and maintain individual health and well-being throughout one's career. *(Professional)*
2. Develop skills to adapt and recover from challenges. *(Professional)*
3. Identify appropriate resources for support. *(Professional)*
4. Promote a culture of self-care and help-seeking that recognizes and supports colleagues in need. *(Professional)*

**Assessment:** No summative assessment. Attendance is mandatory for the Financial Advising/Planning sessions and students are **strongly encouraged** to attend all sessions.

## Career Advising and Mentoring

**Module Co-Director:** Stephanie Marshall – [stephanie.marshall@usask.ca](mailto:stephanie.marshall@usask.ca) – (306) 966-6473

**Module Co-Director:** Dr. Bindu Nair – [bindu.nair@usask.ca](mailto:bindu.nair@usask.ca) – (306) 966-7275

**Administrative Assistant:** Sara Bryson – [sara.bryson@usask.ca](mailto:sara.bryson@usask.ca), Megan Sapp – [megan.sapp@rqhealth.ca](mailto:megan.sapp@rqhealth.ca) (Regina)

**Description:** Choosing a career is one of the most important decisions that a medical student will make. The Career Advising Program is designed to assist students in evaluating career options and preparing for residency program applications.

**Objectives:** By the completion of this module, students will be able to:

1. Reflect on personal and professional goals and values and how these might influence career choice. *(Leader, Professional)*
2. Identify and apply resources related to professional development. *(Leader, Professional)*
3. Identify opportunities to explore a variety of medical specialties through participation in seminars, mentoring, student interest groups, community placements or research projects. *(Leader, Professional)*
4. Begin to identify components of a residency application, including the Curriculum Vitae (CV). *(Leader, Professional)*

**Assessment:** Students are **strongly encouraged** to attend all sessions, however, attendance is mandatory for the *Exploring Your Options, Practice Opportunities in Saskatchewan, Career Advising Appointments, Specialty Exploration, Career Paths Panel, A Day in the Life of a Resident, Electives Lecture, Electives Planning Experience Panel, and The Changing Landscape of Post-Graduate Medical Education* sessions.

## Shadowing

**Module Director:** Dr. Schaana Van De Kamp – [schaana.v@usask.ca](mailto:schaana.v@usask.ca) – 306.966.5354

**Preclerkship Coordinator:** Ashley McNabb – [ashley.mcnabb@usask.ca](mailto:ashley.mcnabb@usask.ca) – 306.966.7202

**Education Consultant (Regina):** Christa Kaytor – [christa.kaytor@rqhealth.ca](mailto:christa.kaytor@rqhealth.ca) – 306-766-3157

**Description:** This is a self-directed but mandatory experience for students to observe and explore various aspects of medicine and health care. Students are encouraged to shadow (observe) physicians from a variety of disciplines and are also encouraged to shadow non-physician health care providers.

Shadowing can provide a unique opportunity to consider career options within medicine and are encouraged to reflect on how their shadowing experiences relate to the knowledge, skills, and attitudes reflected in the [MD Program Objectives](#).

**Objectives:** By the completion of this module, students will be able to:

1. Explore career options and physician roles through observation in a variety of health care settings. *(Leader, Professional)*

**Student Requirements:** Students are required to complete 10 hours of shadowing over the entire second year.

- Within the 10 hours, one experience of at least three hours with a non-MD health care professional (including CAM practitioners) is required\*.

\*Student are expected to complete their minimum three hours with a non-MD health care professional during the first term. If you have been unable to find a suitable non-MD health care professional shadowing experience, please notify your Module Director by the first day of the Winter Term to seek support in finding this opportunity.

- Within the 10 hours, the student is required to shadow a Clerk for at least 2 hours. Further information regarding this will be sent out during Term 1.

**Assessment: Participation in at least 10 hours of shadowing over the academic year with a minimum of 5 hours to be completed in Term 1 will be considered a pass.** The white copy must be submitted to the UGME office by the final day of class each term (**November 30, 2017** and **April 27, 2018**).

#### **COURSE EVALUATION QUALITY IMPROVEMENT:**

Based on experience over the previous year and feedback from students, changes which have been incorporated for the 2017/18 Academic Year in this module include:

1. Changing the shadowing opportunity with a Clerk from 'suggested' to 'mandatory'.

## Important and relevant student information

The following information is extremely important for your success in medical school. Please refer to the [UGME Policies](#) page and the [Student Information Guide](#) for the following policies:

- UGME CONTACT INFORMATION
- EMAIL COMMUNICATIONS
- ETHICS AND PROFESSIONALISM
- PROGRAM EVALUATION
- GUIDELINES FOR PROVIDING FEEDBACK
- EMERGENCY PROCEDURES
- MD PROGRAM ATTENDANCE POLICY
- ASSESSMENT POLICY
- PROMOTION STANDARDS
- CONFLICT OF INTEREST
- NON-INVOLVEMENT OF HEALTH CARE PROVIDERS IN STUDENT ASSESSMENT
- APPEALS PROCEDURES
- STUDENT DISCRIMINATION, HARRASSMENT, AND MISTREATMENT PROCEDURE
- ACCOMMODATION OF STUDENTS WITH DISABILITIES
- OFFICE OF STUDENT AFFAIRS

Where a specific College of Medicine policy or procedure does not exist, the College refers to the U of S Academic Courses Policy at <http://policies.usask.ca/policies/academic-affairs/academic-courses.php>

### INTEGRITY DEFINED (FROM THE OFFICE OF THE UNIVERSITY SECRETARY)

The University of Saskatchewan is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Student Conduct & Appeals section of the University Secretary Website and avoid any behavior that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should read and be familiar with the Regulations on Academic Student Misconduct ([www.usask.ca/secretariat/student-conduct-appeals/StudentAcademicMisconduct.pdf](http://www.usask.ca/secretariat/student-conduct-appeals/StudentAcademicMisconduct.pdf)) as well as the Standard of Student Conduct in Non-Academic Matters and Procedures for Resolution of Complaints and Appeals ([www.usask.ca/secretariat/student-conduct-appeals/StudentNon-AcademicMisconduct.pdf](http://www.usask.ca/secretariat/student-conduct-appeals/StudentNon-AcademicMisconduct.pdf))

For more information on what academic integrity means for students see the Student Conduct & Appeals section of the University Secretary Website at: [www.usask.ca/secretariat/student-conduct-appeals/forms/IntegrityDefined.pdf](http://www.usask.ca/secretariat/student-conduct-appeals/forms/IntegrityDefined.pdf)

### EXAMINATIONS WITH DISABILITY SERVICES FOR STUDENTS (DSS)

Students who have disabilities (learning, medical, physical, or mental health) are strongly encouraged to register with Disability Services for Students (DSS) if they have not already done so. Students who suspect they may have disabilities should contact the Student Affairs Coordinator at the Office of Student Affairs (OSA) for advice and referrals. In order to access DSS programs and supports, students must follow DSS policy and procedures. For more information, check <https://students.usask.ca/health/centres/disability-services-for-students.php>, or contact DSS at 966-7273 or [dss@usask.ca](mailto:dss@usask.ca).

Students registered with DSS may request alternative arrangements for mid-term and final examinations.

Students must arrange such accommodations through the Office of Student Affairs (OSA) by the stated deadlines. Instructors shall provide the examinations for students who are being accommodated by the deadlines established by OSA.

## STUDENT SUPPORTS

- **COLLEGE OF MEDICINE, OFFICE OF STUDENT AFFAIRS**

Student Affairs offers confidential support and advocacy at arm's length from the academic offices. For more information, please contact the COM Student Affairs Coordinator, Edith Conacher at [edith.conacher@usask.ca](mailto:edith.conacher@usask.ca) or 306-966-4751. In Regina please contact Dr. Nicole Fahlman at [nicole.fahlman@usask.ca](mailto:nicole.fahlman@usask.ca) - (306) 209-0142 or Dr. Tiann O'Carroll at [tiann.ocarroll@usask.ca](mailto:tiann.ocarroll@usask.ca) - (306) 529-0777.

- **STUDENT LEARNING SERVICES**

Student Learning Services (SLS) offers assistance to U of S undergrad and graduate students. For information on specific services, please see the SLS web site [www.usask.ca/ulc/](http://www.usask.ca/ulc/).

- **STUDENT AND ENROLMENT SERVICES DIVISION**

The Student and Enrolment Services Division (SESD) focuses on providing developmental and support services and programs to students and the university community. For more information, see the SESD web site [www.usask.ca/sesd/](http://www.usask.ca/sesd/)

*As we gather here today, we acknowledge we are on Treaty Six Territory and the Homeland of the Métis. We pay our respect to the First Nation and Métis ancestors of this place and reaffirm our relationship with one another. We recognize that in the course of your studies you will spend time learning in other traditional territories and Métis homelands. We wish you safe, productive and respectful encounters in these places.*