




Success in Medical School II

MEDC 211.0

YEAR 2 TERM 1 & 2

 **Course Syllabus**
2022/2023



UNIVERSITY OF SASKATCHEWAN
College of Medicine
MEDICINE.USASK.CA

LAND ACKNOWLEDGEMENT

As we engage in teaching and learning, we acknowledge we are on Treaty Six and Treaty Four 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.

MEDC 211.0 Success in Medical School II – Course Overview

The Covid-19 pandemic has caused significant changes to delivery of medical curriculum. We are planning to include in-person educational experiences, where possible, during the 2022-23 Fall Term. However, due to pandemic circumstances, the College of Medicine undergraduate education program may need to:

- *Modify curriculum content delivery outside of usual procedures and at short notice.*
- *Modify Course assessments which may need to be changed to a different format, or to have different weighting from that outlined in the syllabus.*

As information becomes available, we will provide updates to students on any changes relating to content originally outlined in the syllabus.

If you are on campus at any time, ensure you know what is required and expected of you: One of the critical lessons learned in dealing with COVID-19 is knowing that situations can change and we must be flexible and ready to adjust our safety protocols. Instead of listing all of the relevant information in your course outline, the university has created [a webpage](#) where all up-to-date information around returning to campus is listed. You are responsible for regularly checking the health and safety guidelines <https://covid19.usask.ca/about/safety.php#Expectations> and knowing what is expected of you throughout the fall term. The College of Medicine has specific COVID protocols that are also important for you to be aware of and follow on the [College of Medicine website](#). COVID Pandemic policy wording will be updated as required.

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 and timely fashion. 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 ([Program Learning Objectives](#)).

OVERALL COURSE OBJECTIVES

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

1. Develop skills for academic success in Pre-Clerkship.
2. Develop skills in balancing personal well-being with academic demands.
3. Explore professional roles and identity development as a medical student and future physician.
4. Explore personal and professional goals as it relates to career planning.
5. Describe practices to optimize safety in the clinical workplace.

Information on literal descriptors for grading in the College of Medicine at the University of Saskatchewan can be found in the [Pre-Clerkship Student Information Guide](#) – Student Assessment Section

More information on the Academic Courses Policy on course delivery, examinations and assessment of student learning can be found at: <http://policies.usask.ca/policies/academic-affairs/academic-courses.php> NOTE: The College of Medicine a specific policies and procedures for course delivery, exams and assessment that can found on the [Policies, Procedures and Forms](#) page of the College of Medicine website.

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

COURSE CONTACTS

Course Director: Dr. Jacqueline Kraushaar – jacqueline.kraushaar@usask.ca

Dr. Schaana Van De Kamp – schaana.v@usask.ca

Course Co-Chair: Dr. Greg Malin – greg.malin@usask.ca

Dr. Ginger Ruddy – grr111@mail.usask.ca

** Due to the nature of the position of Director, Student Services, this person will be involved in course delivery and planning but not in student assessment.

Pre-Clerkship Program Coordinator: Sonja MacDonald – sonja.macdonald@usask.ca – (306) 966-5354

Pre-Clerkship Coordinator (Regina): Cassie Eskra cassandra.eskra@saskhealthauthority.ca (306)766 -3773

Administrative Assistant (Saskatoon) Kimberly Basque – kimberly.basque@usask.ca – (306) 966-6151

Administrative Assistant (Regina) Sherry Lindenbach – sherry.lindenbach@saskhealthauthority.ca – (306) 766-0578

COURSE SCHEDULE

Please check one45 **DAILY** to ensure 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 undergraduate administrators.

All learning objectives (course, module, and session) can be accessed on the College of Medicine/Curriculum website under the appropriate year and course. A print version is also available. Please access link below for the most current objectives.

<https://share.usask.ca/medicine/one45/kbase/Curriculum.aspx>

COURSE DELIVERY

This course will include the following:

- Large Group interactive, video conferenced sessions
- Large Group sessions specific to each site
- Potentially, small group sessions
- Individual experiential learning, shadowing, and mentorship opportunities
- Self-directed learning

COURSE MATERIAL ACCESS

Course materials, including the syllabus, sessions, objectives, required reading, forms, and other useful documents are posted as handouts on one45.

- If student(s) are having difficulty accessing their 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.

Module	Component	Successful Completion
Orientation and Professionalism	Attendance at all sessions	Completion*
Wellness	Attendance at mandatory sessions	Completion*
Career Advising and Mentorship	Attendance at mandatory sessions	Completion*
Shadowing	Engagement in Shadowing Activities	Completion of 10hrs of shadowing for the academic year. **Students must complete 5hrs in Term 1 (see more details below in the “Shadowing” module section).

* Completion - attendance at all mandatory sessions or required activities

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 successful on the basis of professionalism may be offered remediation specific to the professionalism issue.

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](#) and [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. For the Wellness module, mandatory sessions will be identified in one45. For Career Advising and Mentorship, mandatory sessions will be identified in one45. Attendance for all other modules falls under the regulations of the attendance policy, in particular, attendance at orientation sessions is mandatory as per that policy. Students who do not attend mandatory components without appropriate approval (see [MD Program Attendance Policy](#)) will be asked to meet with the Course and/or Module Director to discuss professionalism, with associated documentation.

How is Attendance Documented?

Attendance at all mandatory sessions will be recorded by the UGME office. Shadowing sessions will be documented using a logging feature on one45.

COURSE EVALUATIONS AND QUALITY IMPROVEMENT

The following changes reflect course quality review recommendations and student feedback:

1. Updated wellness session on impostor phenomenon, help students to understand the concept and consider ways to mitigate its impact
2. Adapted sessions in small ways to increase engagement with the content

IMPORTANT GUIDELINES FOR THIS TRANSITION TERM

During this transition term it is important that we undertake in-person elements of this class safely. In order to do this the university has developed a set of expectations and safety protocols that all students must adhere to if they are to engage in in-person activity.

Throughout the term:

- **Protect the pack:** Right now, the impact of student choices and activities when not on campus cannot be separated from time spent on campus. In order to “protect the pack”, the university is asking all students who are doing in-person work to be mindful and do whatever possible to lower the risk that you will contract COVID-19 and bring it onto campus.
- **Know what is required and expected of you:** One of the critical lessons learned in dealing with COVID-19 is knowing that situations can change and we must be flexible and ready to adjust our safety protocols. Instead of listing all of the relevant information in your course outline, the university has created [a webpage](#) where all up-to-date information around returning to campus is listed. **You are responsible** for **regularly** checking the health and safety guidelines <https://covid19.usask.ca/about/safety.php#Expectations> and knowing what is expected of you throughout the fall term.
- **Follow all guidance:** Students are expected to follow all guidance provided by the University’s Pandemic Recovery/Response Team (PRT), College/Department, professors, lab instructors, TAs, and any other staff member involved in the in-person academic program activities (e.g., Protective Services, Safety Resources).
- **Key channels of communication:** If there is a need for the class to pause meeting in-person for a period of time you will be notified. If this occurs, you will be provided with detailed information on what you will need to do in place of the in-person class sessions (e.g., read content posted in Canvas, complete learning activities in Canvas).

Course Modules

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

Orientation and Professionalism

MODULE CONTACTS

Module Director: Dr. Jacqueline Kraushaar- Jacqueline.kraushaar@usask.ca

_____ Dr. Schaana Van De Kamp – schaana.v@usask.ca

Pre-Clerkship Program Coordinator (Saskatoon): Sonja MacDonald – sonja.macdonald@usask.ca – (306) 966-5354

Pre-Clerkship Coordinator (Regina): Cassie Eskra – cassandra.eskra@saskhealthauthority.ca (306) 766-3773

Senior Administrative Coordinator: Tamara Hominuke – tamara.hominuke@usask.ca

MODULE 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.

MODULE OBJECTIVES

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

1. Explain undergraduate program policies, processes, structure, schedules and resources.
2. Discuss the professional expectations of a medical student.
3. Reflect on the development of professional identity as a medical student.
4. Demonstrate self-directed learning including utilizing appropriate resources and critical research appraisal strategies.
5. Describe practices to optimize safety in the clinical workplace.

MODULE ASSESSMENT

No summative assessment for orientation and professionalism sessions.

MODULE CONTACTS

Module Director: Dr. Ginger Ruddy – ginger.ruddy@usask.ca

Module Contact- Regina: Sue Schmidt – sue.schmidt@saskhealthauthority.ca - (306) 766-0620

Module Contact: Bev Digout – bev.digout@usask.ca - (306) 966-8224

Module Contact: Edith Conacher - edith.conacher@usask.ca - (306) 966-4751

MODULE 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: For Wellness, mandatory sessions will be identified in One45.

MODULE 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.
2. Develop skills to adapt and recover from challenges.
3. Identify appropriate resources for support.
4. Promote a culture of self-care and help-seeking that recognizes and supports colleagues in need.

MODULE ASSESSMENT

No summative assessment. Mandatory sessions will be identified in One45.

Career Advising and Mentorship

MODULE CONTACTS

CAREER ADVISING & MENTORSHIP

Co-Module Director, Dr. Ginger Ruddy at med.careeradvising@usask.ca

Co-Module Director, Sheldon Moellenbeck at sheldon.moellenbeck@usask.ca

Career Advisor (Saskatoon), Dr. Lee Kolla at med.careeradvising@usask.ca

Career Advisor (Saskatoon), Dr. Richard Nataraj at med.careeradvising@usask.ca

Career Advisor (Regina), Dr. Andrew Houmphan at med.careeradvising@usask.ca

Administrative Assistant, Sara Bryson at sara.bryson@usask.ca

MODULE 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.

MODULE OBJECTIVES

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

1. Begin to identify potential career paths and to effectively delineate suitable discipline choices by researching through a range of resources (Canadian Specialty Profiles, CaRMS, CMA, AFMC, and FMEQ).
2. Compare and contrast various specialties of interest and residency programs through participation in seminars, shadowing, mentoring, community placements and/or research projects.
3. Examine elective rotation options in the context of personal and career goals. Begin to identify components of a residency application, including the Curriculum Vitae (CV).
4. Review data on human health resource projections and recognize strengths as well as limitations of such projections.

MODULE ASSESSMENT

No summative assessment. Mandatory sessions will be identified in One45.

Shadowing

MODULE CONTACTS

Module Director: Dr. Jacqueline Kraushaar – jacqueline.kraushaar@usask.ca

Pre-Clerkship Program Coordinator (Saskatoon): Sonja MacDonald – sonja.macdonald@usask.ca – (306) 966-5354

Administrative Coordinator (Regina): Nicole Gates Willick – nicole.gateswillick@saskhealthauthority.ca - (306) 766-0559

Administrative Assistant (Regina) – Sherry Lindenbach – sherry.lindenbach@saskhealthauthority.ca – (306) 766-0578

MODULE 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 their shadowing experiences relate to the knowledge, skills, and attitudes reflected in the [Program Learning Objectives](#).

<https://medicine.usask.ca/students/undergraduate/shadowing.php>

MODULE 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.

STUDENT REQUIREMENTS

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

- Students will shadow a MD practitioner for a **minimum of 5 hours**
- Students will shadow a non MD practitioner for a **minimum of 3 hours***
- Students will shadow a Clerk for a **minimum of 2 hours.**

* Students are expected to complete their minimum three hours with a non-MD health care professional during the first term. If the student is unable to find a suitable non-MD health care professional shadowing experience, please notify Module Director by the last day of the fall term to seek support in finding this opportunity.

MODULE ASSESSMENTS

Students must complete 5 hours of shadowing in Term 1 (the minimum of 3 hours non-MD shadowing is included in these 5 hours). Shadowing hours for Term 1 must be completed by **November 25, 2022** and

for Term 2 by **May 3, 2023**. The Shadowing log is located in One45 and allows you to add, edit and review log entries. It is linked to your shadowing schedule, so that your shadowing preceptor can be indicated on each log entry you make.

Optional Summer Shadowing:

Students may optionally shadow over the summer between Years 2 and 3, ensuring that they continue to log their hours in One45. Note that completion of documentation of each summer shadowing encounter on the One45 log is required to ensure appropriate University of Saskatchewan insurance coverage for completing shadowing. Summer shadowing outside of Canada is not allowed through the SiMS II course. Students who wish to shadow in Canadian provinces other than Saskatchewan must plan these experiences early, as provinces vary in their requirements for licensing (some provinces require an educational license and/or approval by a hosting local university in order to allow shadowing). Students must adhere to any provincial requirements in order to have University of Saskatchewan insurance coverage when shadowing. All students must submit their Year 2 One45 shadowing log for any summer shadowing by the end of the **first week of classes for Year 3**.

Before you set up your out of province shadowing there are a few important things that you should know: a) If shadowing in Canadian provinces and you are logging your shadowing hours accumulated over the summer for your Success in Medicine I/II course you will have liability insurance from the University of Saskatchewan. If you are shadowing in the United States you will need to purchase liability insurance as your University of Saskatchewan Insurance would not apply; b) Please be aware of the limitation to COVID related coverage: <https://medicine.usask.ca/documents/policies/ugme/health-care-science-student-placement-malpractice-insurance.pdf> ; c) You will need to enquire to the regulatory body in that province/location (the College of Physicians and Surgeons) to see if they require an educational license and will need to follow any requirements of the local regulatory authority (these vary province to province - some do not require an educational license); d) Your Workers Compensation Board Coverage (WCB) through the University of Saskatchewan does not apply outside of Saskatchewan

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

TECHNICAL STANDARDS – ESSENTIAL SKILLS AND ABILITIES REQUIRED FOR THE STUDY OF MEDICINE

<https://medicine.usask.ca/policies/com-technical-standards.php#relatedForms>

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>

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 syllabus¹.

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 Pre-Clerkship Coordinator 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

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

to be at or above the pass mark for that assignment will 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

PROFESSIONALISM

Students can be deemed unsuccessful on any course assessment for not achieving course expectations of professionalism. This would include, but is not limited to, any unapproved absences from a mandatory session, and/or submission of late assignments. Students failing to meet professional expectations in the course should anticipate a meeting with the Module/Course Directors and/or Year Chair to discuss the concern, which may result in associated documentation. For further information on professionalism, please refer to the UGME Procedures for Concerns with Medical Student Professional Behavior.

<http://medicine.usask.ca/policies/professionalism-standard-operating-procedure.php>

RECORDING OF THE LECTURES

Most lectures will be recorded and posted to the course Canvas site under Course Materials. However, each lecturer reserves the right to choose whether or not their lectures will be recorded. Lecture recordings are not intended to be a replacement for attending the session but rather to enhance understanding of the concepts.

Please remember that course recordings belong to your instructor, the University, and/or others (like a guest lecturer) depending on the circumstance of each session, and are protected by copyright. Do not download, copy, or share recordings without the explicit permission of the instructor.

For questions about recording and use of sessions in which you have participated, including any concerns related to your privacy, please contact the UGME administrative coordinator for this course. More information on class recordings can be found in the Academic Courses

Policy <https://policies.usask.ca/policies/academic-affairs/academic-courses.php#5ClassRecordings>

REQUIRED VIDEO USE

At times in this course you may be required to have your video on during video conferencing sessions, in order to support observation of skills, to support group learning activities, or for exam invigilation. It will be necessary for you to use of a webcam built into or connected to your computer.

For questions about use of video in your sessions, including those related to your privacy, contact your instructor.

COPYRIGHT

Course materials are provided to you based on your registration in a class, and anything created by your professors and instructors is their intellectual property and cannot be shared without written permission. If materials are designated as open education resources (with a creative commons license) you can share and/or use in alignment with the [CC license](#). This includes exams, PowerPoint/PDF slides and other course notes. Additionally, other copyright-protected materials created by textbook publishers and authors may be provided to you based on license terms and educational exceptions in the Canadian Copyright Act (see <http://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>).

Before you copy or distribute others' copyright-protected materials, please ensure that your use of the materials is covered under the University's Fair Dealing Copyright Guidelines available at <https://library.usask.ca/copyright/general-information/fair-dealing-guidelines.php>. For example, posting others' copyright-protected materials on the open web is not covered under the University's Fair Dealing Copyright Guidelines, and doing so requires permission from the copyright holder.

For more information about copyright, please visit <https://library.usask.ca/copyright/index.php> where there is information for students available at <https://library.usask.ca/copyright/students/rights.php>, or contact the University's Copyright Coordinator at <mailto:copyright.coordinator@usask.ca> or (306) 966-8817.

INTEGRITY DEFINED (FROM THE OFFICE OF THE UNIVERSITY SECRETARY)

Although learning in a remote context is different, the rules and principles governing academic integrity remain the same. If you ever have questions about what may or may not be permitted, ask your instructor. Students have found it especially important to clarify rules related to exams administered remotely and to follow these carefully and completely.

The University of Saskatchewan is committed to the highest standards of academic integrity (<https://academic-integrity.usask.ca/>). Academic misconduct is a serious matter and can result in grade penalties, suspension, and expulsion.

Prepare for Integrity

Students are expected to act with academic integrity.

- Students are encouraged to complete the Academic Integrity Tutorial to understand the fundamental values of academic integrity and how to be a responsible scholar and member of the USask community (tutorial link: <https://libguides.usask.ca/AcademicIntegrityTutorial>).
- Students can access campus resources that support development of study skills, time and stress management, and ethical writing practices important for maintaining academic integrity and avoiding academic misconduct.

Responses to Misconduct

Students are expected to be familiar with the academic misconduct regulations (<https://governance.usask.ca/student-conduct-appeals/academic-misconduct.php#About>).

- Definitions appear in Section II of the academic misconduct regulations.
- The academic misconduct regulations apply regardless of type of assessment or presence of supervision during assessment completion.
- Students are advised to ask for clarification as to the specific expectations and rules for assessments in all of their courses.
- Students are urged to avoid any behaviour that could result in suspicions of cheating, plagiarism, misrepresentation of facts. Students should note that posting copyrighted course materials (e.g., notes, questions, assignments or exams) to third party websites or services or other forum or media without permission is an academic or non-academic misconduct offense.

Non-academic offenses are dealt with under the [Standard of Student Conduct in NonAcademic Matters and Regulations and Procedures for Resolution of Complaints and Appeals](#).

ACCESS AND EQUITY SERVICES (AES)

Access and Equity Services (AES) is available to provide support to students who require accommodations due to disability, family status, and religious observances.

Students who have disabilities (learning, medical, physical, or mental health) are strongly encouraged to register with Access and Equity Services (AES) if they have not already done so. Students who suspect they may have disabilities should contact AES for advice and referrals at any time. Those students who are registered with AES with mental health disabilities and who anticipate that they may have responses to certain course materials or topics, should discuss course content with their instructors prior to course add / drop dates.

Students who require accommodations for pregnancy or substantial parental/family duties should contact AES to discuss their situations and potentially register with that office.

Students who require accommodations due to religious practices that prohibit the writing of exams on religious holidays should contact AES to self-declare and determine which accommodations are appropriate. In general, students who are unable to write an exam due to a religious conflict do not register with AES but instead submit an exam conflict form through their PAWS account to arrange accommodations.

Any student registered with AES, as well as those who require accommodations on religious grounds, may request alternative arrangements for mid-term and final examinations by submitting a request to AES by the stated deadliness. Instructors shall provide the examinations for students who are being accommodated by the deadlines established by AES. For more information or advice, visit <https://students.usask.ca/health/centres/access-equity-services.php>, or contact AES at 306-966-7273 (Voice/TTY 1-306-966-7276) or email aes@usask.ca.

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 AES.

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:

COM Student Affairs Coordinator (Saskatoon), Edith Conacher at edith.conacher@usask.ca or (306) 966-4751

COM and the School of Rehabilitation Science Coordinator (Saskatoon), Bev Digout at bev.digout@usask.ca or (306) 966-8224

Administrative Associate (Saskatoon), Chris Florizone at cdf300@mail.usask.ca (306) 966-7331

Administrative Associate (Regina), Sue Schmidt at sue.schmidt@saskhealthauthority.ca or (306) 766-0620

Student Affairs Site Director, Dr. Nicole Fahlman (Regina) at nicole.fahlman@usask.ca or (306) 209-0142

Student Affairs Site Director, Dr. Tiann O'Carroll (Regina) at tiann.ocarroll@usask.ca or (306) 529-0777

OSA Associate, Michelle Grove at michelle.grove@saskhealthauthority.ca or (306) 766-0553

CAREER ADVISING & MENTORSHIP

Co-Module Director, Dr. Ginger Ruddy at med.careeradvising@usask.ca

Co-Module Director, Sheldon Moellenbeck at sheldon.moellenbeck@usask.ca

Career Advisor (Saskatoon), Dr. Lee Kolla at med.careeradvising@usask.ca

Career Advisor (Saskatoon), Dr. Richard Nataraj at med.careeradvising@usask.ca

Career Advisor (Regina), Dr. Andrew Houmphan at med.careeradvising@usask.ca

Administrative Assistant, Sara Bryson at sara.bryson@usask.ca

ACADEMIC HELP FOR STUDENTS

The University Library offers a range of learning and academic support to assist USask undergrad and graduate students. For information on specific services, please see the Learning page on the Library web site <https://library.usask.ca/support/learning.php>.

Remote learning support information <https://students.usask.ca/remote-learning/index.php>

[Class and study tips https://students.usask.ca/remote-learning/class-and-study-tips.php](https://students.usask.ca/remote-learning/class-and-study-tips.php)

Remote learning tutorial https://libguides.usask.ca/remote_learning

Study skills materials for online learning <https://libguides.usask.ca/studyskills>

A guide on netiquette, principles to guide respectful online learning interactions <https://teaching.usask.ca/remote-teaching/netiquette.php>

TEACHING, LEARNING AND STUDENT EXPERIENCE

Teaching, Learning and Student Experience (TLSE) provides developmental and support services and programs to students and the university community. For more information, see the students' web site <http://students.usask.ca>.

FINANCIAL SUPPORT

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact Student Central (<https://students.usask.ca/student-central.php>).

ABORIGINAL STUDENTS' CENTRE

The Aboriginal Students' Centre (ASC) is dedicated to supporting Aboriginal student academic and personal success. The centre offers personal, social, cultural and some academic supports to Métis, First Nations, and Inuit students. The centre is also dedicated to intercultural education, bringing Aboriginal and non-Aboriginal students together to learn from, with and about one another in a respectful, inclusive and safe environment. Students are encouraged to visit the ASC's Facebook page (<https://www.facebook.com/aboriginalstudentscentre/>) to learn more.

INTERNATIONAL STUDENT AND STUDY ABROAD CENTRE

The International Student and Study Abroad Centre (ISSAC) supports student success and facilitates international education experiences at USask and abroad. ISSAC is here to assist all international undergraduate, graduate, exchange and English as a Second Language students in their transition to the University of Saskatchewan and to life in Canada. ISSAC offers advising and support on matters that affect international students and their families and on matters related to studying abroad as University of Saskatchewan students. Please visit students.usask.ca for more information.

RECOMMENDED TECHNOLOGY FOR REMOTE LEARNING

Students are reminded of the importance of having the appropriate technology for remote learning. The list of recommendations can be found at <https://students.usask.ca/study/tech-tips.php>

Remember, there are [many supports available](#) to help you thrive in the remote learning context.