



Success in Medical School III

MEDC 311.0

YEAR 3

 **Course Syllabus**
2021/2022



UNIVERSITY OF SASKATCHEWAN
College of Medicine
MEDICINE.USASK.CA

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.

MEDC 311 Success in Medical School III – 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 2021-22 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](#).

COURSE DESCRIPTION

Clerkship is unlike the rest of medical school in that it consists mostly of “on-the-job training”. Many students have expressed anxiety around the increased responsibility and knowledge expected of them. This course was developed as a way to bridge between the first two years of the program and the clerkship years.

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:

Medical Expert

1. Demonstrate basic clinical skills.
2. Successfully complete ACLS (Advanced Cardiac Life Support).
3. Demonstrate proficiency in basic procedural skills.

4. Describe practices to optimize safety in the clinical workplace.

Communicator

1. Compose clear, accurate, and appropriate records.
2. Communicate effectively with the health care team.
3. Communicate information about clinical encounters using the SBAR (situation, background, assessment, and recommendation) Technique.

Collaborator

1. Collaborate as part of an interdisciplinary team.

Leader

1. Demonstrate proficiency in using electronic health records.
2. Recognize different strategies for career planning.

Professional

1. Demonstrate appropriate professionalism, such as respect for patients and health team personnel, timeliness, dress, honesty, and integrity.
2. Recognize and abide by the expectations of the health authority and clinical setting in which they will be working.
3. Develop skills to balance person well-being with academic and workplace demands.
4. Demonstrate sound ethical and legal reasoning ability in the context of current local and national issues.

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. Schaana Van De Kamp – schaana.v@usask.ca (306) 966-5354

Year 3 Coordinator (Regina): Dr. Joelle McBain – mcbainjoe@me.com (306) 766-4890

Procedural Skills Module Director: Dr. Di Naidu – di.naidu@usask.ca

Administrative Coordinators

Saskatoon Site: Tamara Hominuke – tamara.hominuke@usask.ca (306) 966-6946 fax (306) 966-2601

Regina Site: Annie Ethier – annie.ethier@usask.ca (306) 766-4890 fax (306) 766-4833

Prince Albert Site: Nicole Toutant – nicole.toutant@usask.ca (306) 765-6787 fax (306) 765-6783

Administrative Assistants

Saskatoon Site: Tami Golding – tami.golding@usask.ca (306) 966-8828 fax (306) 966-2601

Regina Site: Jeanette Bellavance – jeanette.bellavance@saskhealthauthority.ca (306) 766-0558 fax (306) 766-0538

Website: <http://medicine.usask.ca/index/php>

COURSE SCHEDULE

Please see One45 for the updated schedule at each site.

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 the link below for the most current objectives.

<https://share.usask.ca/medicine/One45/kbase/Curriculum.aspx>

INDEPENDENT LEARNING

Please note, students are encouraged and expected to enhance and expand their knowledge through self-directed learning. This can be done through an identification, analysis and synthesis of credible information sources, a sharing of knowledge with peers and/or instructors, an application of new knowledge, and seeking out feedback from their peers and instructors regarding their new knowledge and skills.

COURSE DELIVERY

This course will include the following:

- Group lectures video conferenced to all sites.
- Group lectures specific to each site.
- Clinical, procedural skills, and ACLS delivered in a simulation environment.
- Online learning activities.

COURSE MATERIAL ACCESS

All required material will be made available to the students either on-line (One45, or Canvas), or within the course itself.

MEDICAL INSTRUMENTS

A stethoscope is required. All other instruments will be provided.

COURSE ASSESSMENT OVERVIEW

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

The students will be given formative assessments on all clinical and procedural skills. Professionalism will be a component of assessment in this course.

Module	Component	Successful Completion
Orientation and Professionalism	Attendance at all sessions	Completion*
	SHA Online Privacy Module Quiz	Pass with 100%
Wellness and Safety	Attendance at all sessions	Completion* Formative feedback in some sessions
	WHMIS online recertification	Completion*
	WAVE online module	Completion*
Career Advising and Mentorship	Attendance at mandatory sessions (identified in One45)	Completion*
Clinical and Procedural Skills	Attendance at all sessions	Completion* Formative feedback in session
	Advanced Cardiac Life Support	Completion*
Communication Skills for Clinical Care	Attendance at all sessions	Completion* Formative feedback in session
Ethics Discussion Forum	Participation in all forums and achievement competency	Competency as by achieving sufficient competency points (see below)

* Completion - attendance at all mandatory sessions or completion of required activities as outlined in the requirements below.

ASSESSMENT COMPONENTS

Assessment #1: SHA Privacy Online Post-video Quiz

Due Date: **Wed Aug 4, 2021 by 23:59.**

Description: Students must achieve 100% on the quiz in order to pass. Please note, this quiz allows multiple attempts.

Assessment #2: Workplace Assessment Violence Education (WAVE) online module

Due Date: **Final day of the first clinical block (Sunday September 12, 2021 by 23:59).**

Description: Certificate of completion must be submitted to the Course Administrative Coordinator (see contacts above) at the student's site (either electronically or on paper).

Assessment #3: Workplace Hazardous Materials Information System (WHMIS) online recertification

Due Date: **Wednesday, December 1, 2021 by 23:59.**

Description: Certificate of completion must be submitted to the Course Administrative Coordinator (see contacts above) at the student's site (either electronically or on paper).

Assessment #4: Ethics Discussion Forums

Students will participate in three discussion forums throughout the year that address ethical issues relevant to the Saskatchewan context.

Due Dates: Time frame and due dates for each discussion forum are:

Discussion Forum 1: **Opens September 1 – Closes November 30 at 23:59**

Discussion Forum 2: **Opens December 1 – Closes February 28 at 23:59**

Discussion Forum 3: **Opens March 1 - Closes May 31 at 23:59**

Description: Students must participate in all three discussion forums and will be graded using a competency grading rubric posted in Canvas. Students will need to accrue 11/15 competency points to pass the ethics module.

RUBRICS

Where applicable, rubrics for all assignments will be posted on One45 for the relevant session. For those assignments submitted via Canvas they are also posted in Canvas. In the event of a discrepancy between the two versions, that posted on Canvas shall be taken to be correct.

MIDTERM AND FINAL EXAMINATION SCHEDULING

Midterm and final examinations must be written on the date scheduled.

Students should avoid making prior travel, employment, or other commitments for in-term exams and final exams. If a student is unable to write an exam through no fault of their own for medical or other valid reasons, they should refer to the College of Medicine [Deferred Exam policy and procedure](#).

COURSE POLICY FOR SUCCESSFUL COMPLETION AND REMEDIATION

For successful course completion for the purposes of promotion, a student must complete all course components and attend all sessions. Students with significant professionalism concerns may also be deemed unsuccessful in the course on the basis of unprofessional conduct. A student will be required to remediate until competencies are met. A student who does not meet the competency expectations for the ethics module assessments may be offered one opportunity for remediation and completion of a supplemental assessment. If a student is unsuccessful on their supplemental assessment, they will be considered unsuccessful in the SiMS III course.

Students who are unsuccessful in this course are at risk of being unsuccessful in Year 3 as per the Clerkship Promotion Standards. Students not promoted based on being unsuccessful in this course will receive a "Fail" on their transcripts for this course.

The implications of failing to successfully complete course components will be adjudicated by the Clerkship Committee and a final decision to grant remediation/supplemental work and determination of promotion outcomes will be determined by the Student Academic Management Committee (SAMC).

ATTENDANCE EXPECTATIONS

All sessions are mandatory.

Unexplained absences will be treated seriously and will result in a discussion and documentation as per the Procedures for Concerns with Medical Student Professional Behaviour. These absences may be reflected in the final grade and may constitute grounds for failure of the course, even if the student has passed other assessments. Students should contact the UGME as soon as possible if an absence is necessary.

COURSE EVALUATIONS QUALITY IMPROVEMENT

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

In response to a recognized need for enhanced curriculum around privacy and confidentiality an additional session and subsequent quiz on this topic has been introduced.

In the past year, this course received positive feedback from the students. A new innovation this year is the addition of an ethics forum.

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 and Safety, Career Advising and Mentorship, Clinical and Procedural Skills, Critical Ethics, and Communication Skills for Clinical Care. The modules are designed to focus on various aspects of medical education suited to the level of the student within this year. 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 rest of the year.

Orientation and Professionalism

MODULE CONTACTS

Module Director: Dr. Schaana Van De Kamp – schaana.v@usask.ca – (306) 966-5354

Dr. Joelle McBain – mcbainjoe@me.com – (306) 766-4890

Administrative Coordinator (Saskatoon):

Tamara Hominuke – tamara.hominuke@usask.ca - (306) 966-6946 fax (306) 966-2601

Administrative Coordinator (Regina):

Annie Ethier – annie.ethier@saskhealthauthority.ca – (306) 766-4890 fax (306) 766-4833

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 continue to reinforce the concept of professionalism, which is a key concept in professional identity formation. Finally, it will provide orientation to the procedures and policies specific to the district in which the students will be working for the remainder of Clerkship.

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 and as a physician.
4. Recognize and abide by the expectations of the Health Authority and Clinical Setting in which they will be working.

MODULE ASSESSMENT

No summative assessment for orientation and professionalism sessions. P/F based on attendance and successful completion of Privacy quiz (please see Assignments).

Wellness and Safety

MODULE CONTACTS

Interim Module Director: Dr. Janna Brusky – jdb068@usask.ca

MODULE DESCRIPTION

This module will continue to develop the concepts and resources for enabling wellness and resilience. Additionally, different aspects of safety and protection will be discussed and performed including completion of WHMIS recertification and WAVE online module.

MODULE OBJECTIVES

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

1. Identify resources to support individual health and well-being throughout clerkship and one's career.
2. Describe practices to optimize safety in the clinical workplace including infection control, exposure prevention and response, and violence prevention.

MODULE ASSESSMENT

Formative Feedback associated with relevant sessions. P/F based on assessment. Successful completion of WHMIS recertification and WAVE online module (please see Assignments).

Career Advising and Mentorship

MODULE CONTACTS

Module Director: Office of Career Advising and Mentorship (OCA&M) - Dr. Megan Clark – megan.clark@usask.ca

Administrative Coordination: Coordinator, Office of Career Advising and Mentorship – Sheldon Moellenbeck - sheldon.moellenbeck@usask.ca (306) 966-6473

Career Advisor (Saskatoon): Dr. Sachin Shah - med.careeradvising@usask.ca

Career Advisor (Saskatoon): Dr. Lee Kolla – med.careeradvising@usask.ca

Career Advisor (Regina): Dr. Megan Clark – med.careeradvising@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. Discuss strategies for the effective planning of electives within the context of career planning

MODULE ASSESSMENT

No summative assessment. P/F based on attendance.

Clinical and Procedural Skills

MODULE CONTACTS

Module Director: Dr. Di Naidu – di.naidu@usask.ca – (306) 850-9997

Administrative Coordinator (Saskatoon):

Tamara Hominuke – tamara.hominuke@usask.ca - (306) 966-6946 fax (306) 966-2601

Administrative Coordinator (Regina):

Annie Ethier – annie.ethier@saskhealthauthority.ca – (306) 766-4890 fax (306) 766-4833

MODULE DESCRIPTION

There is an expectation that by the end of clerkship clerks should be beginning to be somewhat proficient in some clinical and procedural skills. It is recognized that there may have been little opportunity up until this point to practice any of these skills. Additionally, it can be very anxiety provoking attempting a skill for the first time on a live patient. Thus, this module was designed to allow the student to attempt certain clinical and procedural skills in a controlled environment on simulated patients prior to being on the ward and having to perform them on live patients.

MODULE OBJECTIVES

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

1. Demonstrate a selection of physical examination skills and interpretation of findings.
2. Successfully complete ACLS (Advanced Cardiac Life Support).
3. Demonstrate proficiency in basic procedural skills.

MODULE ASSESSMENT

Formative Feedback associated with sessions. No summative assessment. P/F based on attendance and successful completion of ACLS.

Communication Skills for Clinical Care

MODULE CONTACTS

Director: Dr. Schaana Van De Kamp – schaana.v@usask.ca – (306) 966-5354

Dr. Di Naidu – di.naidu@usask.ca – (306) 850-9997

Administrative Coordinator (Saskatoon):

Tamara Hominuke – tamara.hominuke@usask.ca - (306) 966-6946 fax (306) 966-2601

Administrative Coordinator (Regina):

Annie Ethier – annie.ethier@saskhealthauthority.ca – (306) 766-4890 fax (306) 766-4833

MODULE DESCRIPTION

Communication Skills, both verbal and written, are paramount to a successful practice in medicine. This module is designed to augment the communication skills learned in the pre-clerkship years, building specifically on written delivery.

MODULE OBJECTIVES

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

1. Compose clear, accurate, and appropriate records.
2. Recognize best practices in writing orders and prescriptions.
3. Demonstrate use of the communication tool, SBAR.

MODULE ASSESSMENT

Formative Feedback associated with relevant sessions. No summative assessment. P/F based on attendance.

Ethics

MODULE CONTACTS

Module Director: Ryan Meneses – rym482@usask.ca – (306) 491 - 4636

MODULE DESCRIPTION

This discussion forum is designed to promote critical thinking and reinforce ethical concepts learned in Pre-Clerkship. It is also an opportunity to personally reflect on current topics and to gain insight from peers. Topics will be selected from recent news articles relevant to Saskatchewan.

MODULE OBJECTIVES

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

1. Explain ethical issues relevant to Saskatchewan.
2. Analyze different viewpoints/biases and provide justification for viewpoints.
3. Identify causes of ethical issues.
4. Recommend reasonable solutions to ethical issues.
5. Discuss ethical considerations with peers in a critical and respectful manner

MODULE ASSESSMENT

Students will participate in three discussion forums throughout the year. Discussion posts will be graded using a competency rubric. Students will need to demonstrate competency 11 times out of 15 to pass the module. Each discussion forum is worth 5 competency points.

Time frame and due dates for each discussion forum: Canvas

Discussion Forum 1: Opens September 1 – Closes November 30 at 23:59

Discussion Forum 2: Opens December 1 – Closes February 28 at 23:59

Discussion Forum 3: Opens March 1 - Closes May 31 at 23:59

The discussion forum can be accessed at: Canvas

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.

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.

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 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 Blackboard 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

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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](#).

EXAMINATIONS WITH ACCESS AND EQUITY SERVICES (AES)

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 the Student Affairs Coordinator at the Office of Student Affairs (OSA) for advice and referrals. In order to access AES programs and supports, students must follow AES policy and procedures. For more information, www.students.usask.ca/aes or contact AES at 966-7273 or aes@usask.ca.

Students registered with AES 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 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 Assistant (Saskatoon) Kacia Whilby at kacia.whilby@usask.ca or (306) 966-7331

COM Student Affairs Coordinator (Regina), Lisa Persaud at lisa.persaud@saskhealthauthority.ca or (306) 766-0620

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

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

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

COM Student Affairs Director (Prince Albert) Dr. Dale Ardell at drardellpc@sasktel.net or (306) 763-8888

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>

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/remote-learning/tech-requirements.php>.

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