Medicine & Society I

MEDC 112.3 YEAR 1 TERM 1





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.

Medicine and Society I Syllabus: Outline

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 2020-21 Fall Term. However due to these 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.

- 1. Medicine and Society 1: The Course
- 2. PFCC Module (Patient and Family Centred Care)
- 3. EC Module (Experiences in the Community)
- 4. Research Module: Quantitative Methods in Research and Evidence-Based Medicine
- 5. UGME Undergraduate Medical Education Policies & Resources

1. Medicine and Society Year 1 Term 1: The Course

COURSE DESCRIPTION

This course, *"Introduction to Patients, Health, and Medicine"*, is the first of four courses in the Medicine and Society series (followed by Population Health and Preventative Medicine, Meeting patient needs through the health care system, and Physician Roles and Leadership). In this course, students explore concepts of the biopsychosocial model, health and illness, patient- and family-centred care (PFCC), indigenous health and healing, culture, life course, resilience, systems thinking and change, physician roles and basics of health research.

Completion of this course will contribute to attaining elements of the overall undergraduate program objectives (Program Learning Objectives).

Medicine & Society I also includes the following modules as part of this course: (1) patient- and family-centered care (PFCC), (2) experiences in the community (EC), and (3) Quantitative Research Methods modules. Please see descriptions below for further details (pages 6-9 of this syllabus).

OVERALL COURSE OBJECTIVES

By the completion of the Medicine and Society I course, students will be expected to:

- 1. Describe the impact of applying a biopsychosocial approach to understand health and provision of care.
- 2. Identify interpersonal and organizational changes required to achieve patient and family centered care (PFCC).

- 3. Analyze culturally safe health care, especially for Indigenous peoples and minority groups.
- 4. Examine the competencies required for interprofessional collaboration and implications for practice.
- 5. Recognize the roles of physicians in society.
- 6. Evaluate health research and apply the principles of evidence- based medicine.

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: Jasmine Hasselback jasmine.hasselback@usask.ca - (306) 966-5354 Medicine & Society Courses Chair: Juan-Nicolas Pena-Sanchez - juan-nicolas.ps@usask.ca – (306) 966-5727 Pre-Clerkship Administrative Coordinator: Sonja MacDonald – <u>sonja.macdonald@usask.ca</u> – (306) 966-5354

COURSE SCHEDULE

There are 13 sessions of Medicine and Society scheduled throughout Term 1. 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 which 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 in one45 and 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

Many sessions will include active group discussions where pre-readings have been assigned. It is very important that students come to class prepared, having carefully read the assigned materials. Reading materials will be available on one45. Many classes, including the invited panel presentations, are based on the preparation material, and deeper understanding of the in-class sessions is facilitated through preparation.

COURSE DELIVERY

Course materials will be posted to one45. Assignment details will be posted on BBLearn. In addition to in-class learning, first year Medicine & Society courses include two experiential learning modules, PFCC and EC Modules that both extend past Term 1 and into Term 2, as well as attending the Inter-Professional Annual Students' Symposium Conference (i-PASS) (see Modules below). Note that there are sessions which require mandatory attendance, please check one45.

COURSE RESOURCES

The course resources, including slides and reading/viewing, will be posted on one45.

Wanuskewin Experience	Completion*
 Mandatory Attendance on the assigned date and time 	
Assessment 1 – Inter-cultural Development Inventory Completion	Completion*
Assessment 2 – Wanuskewin Reflection	Pass**
Assessment 3 – Othering and Stigma	Pass **
Assessment 4 – Your Credo	Pass**
tient & Family Centered Care (PFCC) Module – Term 1	
Attend TWO Patient Advisor meetings in Term 1	Completion*
Assessment 5: Patient Narratives Orientation Task	Pass**
Attend ONE Patient Narratives Session in Term 1	Completion*
I-PASS conference or designated alternative (Mandatory Attendance)	Completion*
uantitative Methods in Research and Evidence-Based Medicine Module – Term 1	
Assessment 6: Pre Small Group Session Individual Quiz	Pass**
• Attend and actively participate in small group sessions to complete activities around research and critical appraisal	Completion*
McMaster Chart Review Tutorial	Completion*
Tutorial Course on Research Ethics – CORE	Completion*
Assessment 7: Scientific Article Exercise	Pass**
periences in the Community (EC) Module – Term 1	-
• The Community Experience (CE) is a mandatory 1 week clinical/community immersion experience.	Completion * of term : expectations
• Students who are selected for the optional Inter-professional Community Services Learning Program (CSLP) are waived of the requirement to complete the CE.	

* *Completion* - entails attendance at all mandatory sessions and participation.

** Pass - student must achieve Meets Expectations or Greater in the appropriate assessment.

ASSESSMENT COMPONENTS

Assessment requiring completing by end of term 2

Assignments

All assignments require critical analysis, informed by citing and discussing relevant course materials and readings. A critical analysis involves the student's positive, negative, or mixed scholarly comments. For more details, see BBLearn.

Assessment #1:	Inter-cultural Development Inventory Completion
Value:	Complete IDI
Due Date:	23:59 August 18, 2020
Description:	Completion of the Inter-cultural Development Inventory (IDI) to assess both individual and group cultural competency. Completing the IDI necessitates sharing students' email addresses with a consultant outside the University. For students who chose not to consent to share their emails, an alternative assignment will be provided. In the alternative assignment, students should describe the continuum from cultural awareness to cultural humility and reflect on a personal assessment within this continuum and implications for future practice. Further details will be given in the first class of the course.

Assessment #2:	Wanuskewin Reflection
Value:	Pass/Fail
Due Date:	23:59 October 6, 2020
Description:	A written reflection of your Wanuskewin experience. The assignment description, details, and rubric will be posted on BBLearn.

Assessment #3:	Othering and Stigma – The Culture Police
Value:	Pass/Fail
Due Date:	23:59 November 1, 2020
Description:	This assignment will focus on taking a thoughtful look at society, systems and structures. The
assignment description, details, and rubric will be posted on BBLearn.	

Assessment #4:	Your Credo
Value:	Pass/Fail
Due Date:	23:59 November 22, 2020
Description:	The assignment will help students summarize and synthesize many course concepts and consolidate their commitment to a good way of practicing going forward. The assignment description, details, and rubric will be posted on BBLearn.
Assessment #5	(Patient & Family-Centred Care (PFCC) Learning Experiences – Term 1): Patient Narratives
Value:	Mandatory, formative, non-graded
Due Date(s):	September 15, 2020
Description:	The assignment description and details will be posted on BBLearn with link to orientation instructions.
Description:	Please see below specific ATTENDANCE requirements and module assessment overview under the PFCC module description (see below).

Assessment #6	(Quantitative Research Component – Term 1): Pre small group session quiz
Value:	Pass/Fail
Due Date(s):	Monday September 14, 2020 at 12:00 (noon).
Description:	A quiz to be performed prior to small group session. The assignment description, details, and rubric will be posted on BBLearn.

Assessment #7 (Quantitative Research Component – Term 1): Scientific article exercise

Value:	Pass/Fail
Due Date(s):	September 30, 2020
Description:	Short exercises that revolve around a scientific article. The assignment description, details, and rubric will be posted on BBLearn.

Mandatory Course Components

Wanuskewin Experience	
Value:	Completion
Due Date:	TBD
Place:	Wanuskewin Heritage Park, Penner Rd, Saskatoon, SK S7K 3J7
Description:	The date and time for this experience will be announced at the beginning of the term. Please note that arrangements to commute will need to be made. All students are required to attend this experience as part of the course. This experience supports Assessment #1.

Attend Inter-Professional Annual Students' Symposium (i-PASS)/Designated Alternative

Value:	Completion
Due Date:	TBD
Description:	All students are required to attend i-PASS, a symposium organized and hosted by the Health Sciences Students' Association of Saskatchewan.
	See <u>www.healthsciences.usask.ca/educational/hssa.php</u> for more information. Since many of the topics presented at this symposium are relevant to Medicine and Society I and aligned with the course objective for inter-professional practice and collaboration, all students are expected to attend i-PASS (or designated alternative activity).

Experiences in the Community Module

Demonstration of appropriate participation in the Community Experience (CE), Community Service Learning Program (CSLP) or Making the Links (MTL), or appropriate planning for activities in the subsequent term(s), as relevant to the option selected, is required to successfully complete the M&S I course.

- The reflective assignment for CE is due following completion of the CE, which occurs in Term 2. Details of sign-up deadlines for the CE in Term 1 will be shared at orientation and in one45.
- Details of required assignments for co-curricular options (CSLP and MTL) will be shared at orientations for those options.

Quantitative Research Component – Term 1 Small Group Session Critical Appraisal Attend and actively participate in the small group session.

Final Exam

Value: Pass/Fail

Date: TBD

Description: The final examination focuses on the Medicine and Society general sessions, excluding the content of the Quantitative Methods in Research and EC modules. The final examination will focus on your ability to understand and reflect upon the themes of the course. It will be a closed-book examination.*

EXAM PROCTORING

Due to pandemic related circumstances, examinations during this course may be delivered remotely. In that event, proctoring software or other remote invigilation methods will be employed concurrently during the examination to ensure academic integrity of the assessment.

RUBRICS

Where applicable, rubrics for all assignments will be posted on one45 for the relevant session. For those assignments submitted via Blackboard they are also posted in Blackboard. In the event of a discrepancy between the two versions, that posted on Blackboard shall be taken to be correct.

COURSE POLICY FOR SUCCESSFUL COMPLETION AND REMEDIATION

For successful course completion and for the purposes of promotion, students are required to

- complete all assessments within the course,
- pass three of four (3/4) assessments from the Medicine and Society 1 General section of the course,
- complete all mandatory course components,
- pass the final exam and,
- meet the Term I expectations (pass all assignments and complete all mandatory course components) of the *Quantitative Methods in Research and Evidence-Based Medicine, PFCC* and *EC* modules.

Students not promoted as a result of being unsuccessful in the course will receive a grade of 'F' on their transcripts.

Remediation and Course Failure

If a student fails one of the following components -

- Two (2) Medicine and Society General Assessments
- the PFCC Module
- the Quantitative Methods in Research Module or;
- the Final Exam

A maximum of one remediation attempt will be offered.

If a student fails more than one component listed above, this will be considered a course failure and remediation will not be offered. Note, if a student fails three or more of the Medicine and Society General Assignments, this will also be considered a course failure. Additionally, failure of a supplemental assessment will result in a course failure.

Students who require remediation will be need to meet with the Course Director and/or Course Chair and Academic Support Team to identify areas of weakness and develop a structured remediation and learning plan, and complete a supplemental assessment. After the final examination period, the implications of failing to successfully complete course components to be adjudicated at the Term 1 Promotions Committee and a final decision to grant remediation/supplemental assessment will be determined by the Student Academic Management Committee.

ATTENDANCE EXPECTATIONS

See Student Information Guide for MD Program Attendance and Absence policy. As per the Attendance Policy, all small group sessions are mandatory. Additionally, please note that the four panels sessions, the Wanuskewin experience, research sessions, PFCC sessions, and community experience are all mandatory. The i-PASS conference is also mandatory.

How is Attendance Documented?

Attendance will be taken at mandatory sessions.

What are the Implications of Being Absent?

It is the responsibility of the student to ensure he/she meets all the requirements of the course and modules for the term. Students should request guidance from their course and/or module director on how to independently make up any material missed. Sessions will not be rescheduled and additional sessions will not be offered in order to make up missed material.

Students who miss a mandatory session without prior approval or following appropriate notification steps in the event of illness (see Attendance Policy) should anticipate a meeting to discuss professionalism. When students have approved absences there will be no professionalism implications.

COURSE EVALUATIONS QUALITY IMPROVEMENT

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

- 1. Throughout the course there have been modifications to the delivery of the sessions to help enable students to connect ideas and appreciate the whole course structure, this continues to evolve.
- 2. Panel presentations and small group discussions have been embedded across the term to provide students with a variety of active learning opportunities.
- 3. The course now has one director who will partner with those from various walks of life to provide a broader lens and opportunities for guiding students in making connections across concepts, but allow of consistency in the operations of the course.
- 4. In response to student feedback, quantitative research learning will now be based on research concepts being applied to critical appraisal and evidence-based medicine. This will be achieved through small group work.

MODULE DIRECTOR

Dr. Krista Baerg – <u>dr.kbaerg@usask.ca</u> – (306) 220-6859

MODULE DESCRIPTION

This module provides students with authentic experiences of health and health care from the perspective of patients. The student will seek to understand the patient/client family experience and implications for future practice. This experiential learning module encourages reflective practice and builds on available learning opportunities.

The pillars of patient- and family-centered care are respect/dignity, information sharing (communication), collaboration, and participation (shared decision making). The four pillars are explored within the care delivery context, considering the continuum of patient engagement and factors influencing patient engagement. Note: for the purposes of this module, the terms "patient" and "client" are used interchangeably.

This longitudinal Year 1 experience extends over Term 1 and 2. An introductory seminar in Term 1 introduces students to key concepts related to patient- and family centered care and students are introduced to patient advisors. Students participate in small group advisor meetings and Patient Family Narratives sessions over term 1 and 2 seeking to understand the patient/client/family experience and consider implications for future practice. Students have the option to attend a medical appointment with their advisor outside program hours.

By completing the PFCC module, students will meet the course level objective, "Identify interpersonal and organizational changes required to achieve patient and family centered care (PFCC" for Med 112 and Med 122 (respectively).

Completion of this module will contribute to attaining elements of the overall undergraduate program objectives (Program Learning Objectives).

MODULE OBJECTIVES

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

- 1. Assess factors impacting expression of the pillars of patient and family centered care (PFCC) at the interpersonal level
- 2. Suggest organizational changes required to advance from system-centered care to achieve patient and family centered care (PFCC).
- 3. Develop a plan to integrate patient and family centered care (PFCC) and patient engagement principles into your future practice.

COURSE SCHEDULE

The schedule will be posted on one45. 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. Since patient partners are engaged in program delivery, last minute changes may occur. Please check one45 WITHIN 24 HOURS OF YOUR SESSION to ensure the most current schedule information. If changes are made to a session which has already been scheduled in one45, affected students will be notified directly via email by the UGME Office.

INDEPENDENT LEARNING

During the course module, protected time for independent learning has been set aside to allow students to attend and participate in independent learning sessions.

MODULE DELIVERY

This longitudinal module extends over term 1 and 2 with discrete requirements in each term. In each term, students will have advisor meetings (see course schedule, attendance sign-in required) and attend Patient Family Narrative sessions to hear the patient perspective and to participate in large group discussion (see online schedule, limited availability, attendance sign-in required).

Patient Family Narratives

Patient Family Narrative session schedule is available at

<u>https://wiki.usask.ca/pages/viewpage.action?pageId=674594961</u>. Students are encouraged to review the schedule early in the term. Sessions are offered approximately once per month through April. Each session includes a large group presentation and discussion. Attendance is tracked through sign-in papers available at the session.

Supplementary PFCC Shadowing Experience**

Students may arrange a shadowing experience with their advisor. Shadowing must be arranged with your assigned PFCC Advisor or through Tara Anderson at <u>tara.anderson@saskhealthauthority.ca</u>. Students may allocate up to 2 hours of their total 10 hour shadowing requirement (as per the Success in Medical School I requirements) to attend an appointment or treatment with their PFCC Patient Advisor. *Please ensure your advisor and Dr. Baerg have a minimum 48 hours' notice and all mandatory PFCC requirements are met.*

**Optional, prior approval required

MODULE MATERIAL ACCESS

See Module Package for Module details. Group assignments, lecture notes and pre-reading will be posted on one45. Assignments and small groups for advisor meetings will be posted on BBLearn. If you are having difficulty accessing your account please contact Student Central (306) 966-1212 or contact IT Services Help Desk (306) 966-2222.

MODULE RESOURCES

- Introduction to PFCC lecture posted on one45
- Institute for PFCC at <u>www.ipfcc.org</u>
- Patient First Review Update and Patient Experience Case Studies, Government of Saskatchewan -<u>https://www.saskatchewan.ca/government/health-care-administration-and-provider-</u> resources/saskatchewan-health-initiatives/patient-first-review
- Framework for Patient Engagement by Carman et al at https://www.healthaffairs.org/doi/pdf/10.1377/hlthaff.2012.113
- Canadian Interprofessional Health Collaborative (CIHC) Competency Framework at <u>http://www.cihc.ca/files/CIHC_IPCompetencies_Feb1210.pdf</u>

MODULE ASSESSMENT

MODULE REQUIREMENTS TERM 1 (Med 112):

- Pass required for mandatory assignment A
- Attend TWO Patient Advisor Meetings sign-in required
- Attend ONE Patient Narratives Session sign-in required

See Module Package for details.

MODULE DESCRIPTION

Details regarding the Experiences in the Community Module options will be provided during an orientation in the Medicine & Society I course – see one45 for scheduling details. The Community Experience (CE) is a mandatory 1 week clinical/community immersion experience. Students who are selected for the optional Inter-professional Community Services Learning Program (CSLP) are waived of the requirement to complete the Community Experience.

Demonstration of appropriate participation in the CE, CSLP or MTL, or appropriate planning for activities in the subsequent term(s), as relevant to the option selected, is required to successfully complete the M&S I course. Specific assessment description details are provided on One45 (or on the MTL website for MTL).

MODULE LEVEL OBJECTIVES

- 1. Describe how various physician (CanMEDs) roles can contribute to the overall well-being and health of patients, families, communities, and populations.
- 2. Discuss factors that impact patients and communities encountered during your experience.

MODULE RESOURCES

The module resources, including slides and reading/viewing, will be posted on one45.

MODULE REQUIREMENTS

Deadlines for application are noted below. Note that option C has space limitations.

A. 1-Week Community Experience (CE): A mandatory 1 week clinical observership experience in a rural/remote or urban underserved community generally completed in May/June. See documents posted to one45 for more details.

Faculty Lead: Dr. Oriana Watt (Oriana.watt@usask.ca)

Timing/Duration: 40 hours after the end of Term 2

The Community Experience Proposal is due on one45 by October 23, 2020 at 16:30.

- Note: Students selected for one of the two optional programs listed below are waived of the requirement to complete the Community Experience.
 - B. Interprofessional Pharmacy-Medicine Community Service Learning Project (CSLP): A longitudinal interprofessional volunteering experience with a student partner from Pharmacy, doing non-clinical work with a community-based organization serving people in underserved communities in Saskatoon. See documents posted to one45 for more details and on BBLearn for assignment information. Students completing this program will receive a letter of completion.

Faculty Lead: Dr. Oriana Watt (Oriana.watt@usask.ca)

Timing/ Duration: 45 hours over Terms 1 and 2 (October-March)

The CSLP Application is due by **September 3, 2020 at 16:30**.

MODULE ASSESSMENT OVERVIEW

Successful completion of the Community Experience requires:

- Completion of the one week clinical immersion experience.
- Evidence of satisfactory participation in clinical learning experiences on the assessment form completed by the CE supervisor(s).
- Satisfactory completion of a reflective assignment (approximately 250 word) due within 2 weeks of completion of the experience (pass/fail).
- Note: The two other optional programs that are alternative to the CE each include reflective activities and specific assessment; details of assessment provided at orientation for the students selected, and in materials specific to that option.

Since this module extends beyond Term 1, required assessments may occur after completion of Term 1.

MODULE ASSESSMENT COMPONENTS

Specific assessment details will be provided in orientation or on One45 or BBLearn as noted at the orientation.

4. Research Module: Quantitative Methods in Research and Evidence-Based Medicine

MODULE CONTACTS

Module Director: Dr. Joshua Lawson – josh.lawson@usask.ca – (306) 966-2978

MODULE DESCRIPTION

The vertical research theme (<u>http://medicine.usask.ca/documents/ugme/roadmaps/ResearchEBM.pdf</u>) including sessions within the Medicine and Society courses, aims to build capacity for students to demonstrate an understanding of the scientific principles of research and scholarly inquiry and the role of research evidence in health care. This involves:

- Exposing students to different fields of research and research methodologies.
- Supporting students in the development of rudimentary research knowledge and skills.
- Encouraging students to gain confidence in using and participating in research during their UGME program.

During the first year of this vertical theme, the focus is on fundamental scientific methods with the development of research questions, understanding basic research study designs/analysis strategies and participation in small group sessions revolving around quantitative research with a focus on critical appraisal to aid in the interpretation and application of research.

During the second year, the focus shifts towards learning about and participating in a qualitative research exercise. The summers following Years One and Two, students are eligible to apply for Dean's Summer Studentship Research Awards. Learning around research methodologies encourages participation in experiential research activities, but also supports the acquisition of skills in critical appraisal of medical literature and promotes the development of evidence-based medicine approaches for clinical practice.

MODULE OBJECTIVES

- 1. Describe and define the stages of quantitative research and align this process with the scientific method.
- 2. Critically appraise the phases of quantitative research including study design and data collection and be able to ensure these methods align with an appropriately formulated research question.
- 3. Demonstrate how to appropriately interpret quantitative data to answer a research question.
- 4. Describe how quantitative research adds to the understanding of causal associations and impacts clinical practice.

MODULE RESOURCES

The module resources, including slides and reading/viewing, will be posted on one45.

MODULE ASSESSMENT

Since this module extends beyond term 1, some required assessments will occur in term 2. Successful completion of the Research Module requires the following **individual assignments**:

- 1. Obtain a mark of at least 70% in the pre small group session quiz (term 1) to meet expectations. The quiz must be completed by 12:00 (noon) on Monday September 14, 2020.
- 2. Attend and actively participate in the small group session on September 14, 2020
- 3. Submit, <u>following the small group session</u>, your assignment which includes short exercises that revolve around a scientific article (term 1). **The assignment is due by 23:59 on Wednesday September 30, 2020**.
- Successfully complete the McMaster Chart Review On-Line Tutorial (<u>https://ethics.mcmaster.ca/chart/</u>) and Tutorial Course on Research Ethics – CORE <u>http://www.pre.ethics.gc.ca/eng/education/tutorialdidacticiel/</u>). The certificates obtained after completing each of these courses should be submitted through BBLearn. The deadline is listed in MEDC 122 (term 2).
- 5. Attend and actively participate in the small group research and critical appraisal session in MEDC 122 (term 2).

Submit your second assignment which includes short exercises and a guided critical appraisal of an article through BBLearn in MEDC 122 (term 2).

IMPORTANT AND RELEVANT STUDENT INFORMATION

The following information is extremely important for your success in medical school. Please refer to the <u>UGME</u> <u>Policies</u> page and the <u>Student Information Guide</u> 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 RPOVIDERS 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

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 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 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.

¹ 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.

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

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 (<u>www.usask.ca/secretariat/student-conduct-appeals/StudentAcademicMisconduct.pdf</u>) as well as the Standard of Student Conduct in Non-Academic Matters and Procedures for Resolution of Complaints and Appeals (<u>www.usask.ca/secretariat/student-conduct-appeals/StudentNon-AcademicMisconduct.pdf</u>)

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

INTEGRITY IN A REMOTE LEARNING CONTEXT

Although the face of teaching and learning has changed due to covid-19, 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.

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For more information on what academic integrity means for students see the Academic Integrity section of the University Library Website at: <u>https://library.usask.ca/academic-integrity#AboutAcademicIntegrity</u>

You 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 - https://library.usask.ca/academic-integrity.php#AcademicIntegrityTutorial[RA1]

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, <u>www.students.usask.ca/aes</u> or contact AES at (306) 966-7273 or <u>aes@usask.ca</u>.

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 <u>bev.digout@usask.ca</u> or (306) 966-8224

Administrative Assistant, Chelsea Malkowich (Saskatoon) at chelsea.malkowich@usask.ca or (306) 966-7331

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 <u>http://library.usask.ca/studentlearning/</u>.

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 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 (<u>https://students.usask.ca/student-central.php</u>).

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.