



## Undergraduate Medical Education (UME) Medical Doctor Program (MD) Course Outline

Land Acknowledgement
<b>Territorial Land Acknowledgement</b> <a href="https://www.ucalgary.ca/indigenous/cultural-teachings/territorial-land-acknowledgement">https://www.ucalgary.ca/indigenous/cultural-teachings/territorial-land-acknowledgement</a>

<b>Course Number:</b>	MDCN 516.01
<b>Course Title:</b>	Anesthesia Clerkship
<b>Dates:</b>	January 15, 2024 – April 27, 2025 (Class of 2025)
<b>Schedules and classroom locations:</b>	The timetable is located here <a href="https://cumming.ucalgary.ca/mdprogram/current-students/pre-clerkship-year-1-2/timetable">https://cumming.ucalgary.ca/mdprogram/current-students/pre-clerkship-year-1-2/timetable</a>  All information, including day to day detailed schedule with dates, times and locations of learning events, is located on the curriculum management system currently named OSLER. For clerkship: rotation schedule & location information will be emailed

	Name	Email
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Course Description
University of Calgary calendar ( <a href="https://calendar.ucalgary.ca/">https://calendar.ucalgary.ca/</a> ) <a href="https://calendar.ucalgary.ca/courses?cq=&amp;career=Medicine%20Programs&amp;page=1">https://calendar.ucalgary.ca/courses?cq=&amp;career=Medicine%20Programs&amp;page=1</a>

Supplementary Fees/Costs
<b>Medical School Costs</b> <a href="https://cumming.ucalgary.ca/mdprogram/current-students/financial-aid/medical-school-costs">https://cumming.ucalgary.ca/mdprogram/current-students/financial-aid/medical-school-costs</a>  <b>Financial Planning and Support Links</b> <a href="https://cumming.ucalgary.ca/mdprogram/future-students/financial-aid/financial-planning-and-support-links">https://cumming.ucalgary.ca/mdprogram/future-students/financial-aid/financial-planning-and-support-links</a>

Learning Resources
All learning resources will be found on Fresh Sheet and on the curriculum management system currently named OSLER. <b>Ottawa Anesthesia Primer, Sullivan, 2012</b> Clinical Anesthesiology, Edition 3, Morgan, Mikhail, Lange 2001.

**PLEASE NOTE:**

All resource materials including books must be signed out through the Anesthesia Program Secretary. If you do not return resource materials, you will not get credit for your Anesthesia rotation.

**Useful resources**

1. Canadian Blood Services Circular of Information for blood products.

<https://blood.ca/en/hospitals/circular-information>

2. Review physiology taught in Course 3 - CV and Resp
3. Anesthesia Podcasts found on Osler. Please note that our program has prepared several podcasts that can be reviewed at your leisure. These have been prepared for medical students as a review of various topics important in the specialty of Anesthesia. Many of these will cover some of your essential clinical presentations that you are required to complete.
4. This is a short video, made by our residents, demonstrating what you can expect when you come to your anesthesia rotation.

<http://umepodcast.ucalgary.ca/3/34>

5. "A Medical Student's Anesthesia Primer or How to Look Like a Star on Your First Day"

This document is attached below. It was written in 2000 by an American anesthesiologist. There have been some changes in practice since 2000, for example you won't see vecuronium anymore but you will see rocuronium, and there are some small differences between US and Canadian practice, but overall this is a good summary to get you started in anesthesia.

**Learning Objectives**

**GENERAL OUTLINE**

**Monitoring:** The student must be able to demonstrate appropriate application and interpretation of commonly used monitors in anesthesia (ECG, NIBP, SpO2, capnography and gas analysis)

**Fluid & electrolyte management:** Students must be able to demonstrate knowledge and skills in establishing intravenous lines, fluid replacement principles, and blood transfusion indications/complications/ways to avoid.

**Cardiac and Respiratory Physiology**

**Pharmacology:** Students must be able to demonstrate knowledge of the pharmacodynamics and pharmacokinetics of intravenous agents (induction agents, opioids, muscle relaxants, sedatives and antiemetics commonly used in anesthesia), and inhalational agents.

**Mechanical skills & ventilatory management:** Students must be able to demonstrate the skills necessary for maintaining a patent airway, manual ventilation, intubation and mechanical ventilation.

**Pain management:** Students must demonstrate knowledge of drugs, administration techniques, and regional anesthesia in the care of acute postoperative pain and chronic pain.

**Preoperative evaluation:** The students must demonstrate an approach to the assessment of risk and need for consultation for an anesthetic, identify appropriate laboratory investigations, pre-medications, and fasting guidelines.

**Postoperative management:** The student must be able to demonstrate an approach to common recovery room problems (eg. pain, nausea, hypotension, hypertension).

### **Intra-Operative Emergencies**

## **TERMINAL AND ENABLING OBJECTIVES**

### **1. INTRA-OPERATIVE MONITORING**

#### **Terminal Objective**

The student will understand and be able to apply the basic anesthetic monitors to an operative patient.

#### **Enabling Objectives**

In order to demonstrate understanding of the principles of routine electrocardiographic and blood pressure monitoring, the student will:

##### **A. Canadian Anesthesia Society Standard Monitors**

1. Describe which monitors are considered to be standard of care by the CAS

##### **B. ECG:**

1. Explain and demonstrate conventional ECG lead placement for a three and five lead ECG.
2. The student will describe what information can be determined from a three and five lead ECG

##### **C. Non-invasive Blood pressure measuring**

1. Identify common errors that occur in the interpretation of data obtained by non-invasive and invasive methods blood pressure measurement.
2. Explain how to calculate MAP.

##### **D. Pulse Oximeter**

1. Describe the two pieces of information that can be obtained from a pulse oximeter.
2. Describe conditions where a pulse oximeter may not be accurate.

##### **E. Capnography**

1. Describe three pieces of information that can be obtained from a capnography trace.

##### **F. Nerve Stimulator**

1. Describe the information obtained from the nerve stimulator (with train-of-four and tetany) about the state of neuromuscular relaxation of the patient.

## 2. FLUID AND ELECTROLYTE MANAGEMENT

### Terminal Objective

The student will prescribe and conduct appropriate fluid and electrolyte therapy for patients encountered during this rotation.

### Enabling Objectives

#### **A. Intravenous Cannulation**

1. The student will identify the commonly used sites for venous access and the indications, contraindications, and major complications for each.
2. The student will have knowledge of the different sizes of intravenous catheter available and the rationale for their use.
3. Demonstrate skill at establishing venous access with assistance by:
  - a) Using sterile technique
  - b) Successfully insert a peripheral venous catheter
  - c) Protecting the venipuncture site and immobilizing the catheter
  - d) Correct set up and connection of an intravenous infusion set to the intravenous catheter.

#### **B. Fluid Therapy:**

1. Initiate appropriate fluid and electrolyte therapy given a 70 kg adult, the student will develop a fluid management plan that identifies maintenance requirements, preoperative fluid deficits, and ongoing losses for the following situations:
  - a) fasting for 3 hours, and for 12 hours
  - b) blood loss not requiring transfusion
2. Identify what blood and blood components are available
3. In deciding whether or not to transfuse blood products in 70 kg patient, the student will:
  - a) calculate the patient's red cell mass and circulating blood volume.
  - b) calculate the patient's allowable blood loss if the hemoglobin is 150 g/l and target allowable hemoglobin is 80 g/l
  - c) demonstrate knowledge of factors involved in decision to transfuse (patient, surgical, laboratory)
4. Demonstrate knowledge and an approach to avoiding blood transfusion/blood loss during surgery
5. Demonstrate knowledge of the infectious and non-infectious risks of blood transfusion
6. Demonstrate knowledge of consequences of transfusion (immunological, electrolyte, volume status)
7. Understand the contents of various crystalloids (normal saline, Ringer's lactate, D5W and perhaps Plasmalyte and Voluven) and their effects on blood chemistry.

### **3. CARDIAC AND RESPIRATORY PHYSIOLOGY**

#### **A. CARDIAC PHYSIOLOGY**

##### 1. Hypertension

- a. Medication management perioperatively
- b. Associated comorbidities
- c. End organ consequences

##### 2. Ischemic heart disease

- a. Medication management perioperatively
- b. Signs & symptoms of acute coronary syndrome (ACS)
- c. Anesthetic considerations with drug choice, type of anesthetic (GA, spinal, block, local and sedation)
- d. Anesthetic considerations if patient has had recent myocardial infarction.

##### 3. Congestive heart failure

- a. Signs & symptoms of congestive heart failure (CHF)

##### 4. Valvular disease and anesthetic goals (CRRAP – Contractility, Rate, Rhythm, Afterload, Preload)

- a. Aortic stenosis
- b. Mitral stenosis

#### **B. PULMONARY PHYSIOLOGY**

##### a. Asthma

- i. Medication management perioperatively
- ii. Anesthetic risks associated with asthmatic patient.

##### b. COPD

- i. Medication management perioperatively
- ii. Anesthetic risks associated with COPD patient.

##### c. Respiratory Tract infection

- i. When significant enough to cancel elective case.

##### d. Smoking

- i. Smoking cessation and timing of benefits of same.

##### e. Aspiration risk

- i. Factors associated with increased risk of aspiration.

##### f. Obesity

- i. How/why obesity increases perioperative pulmonary risk.

#### **4. PHARMACOLOGY**

##### **Terminal Objective**

The student will demonstrate knowledge of the commonly used intravenous and inhalation anesthetic agents to the level described below.

### Enabling Objective

- A.** The student will demonstrate knowledge of the pharmacokinetics, pharmacodynamics, mechanism of action, side effects and dose of the following anesthetics by listing the indications, contraindications, risks, and benefits of the following agents (to the level of knowledge contained in the clerkship textbook):
- 1) IV induction agents propofol and ketamine
  - 2) Opioids: (morphine, fentanyl, meperidine, naloxone)
  - 3) Antinauseants: dimenhydrinate, metoclopramide, ondansetron, droperidol, haldol dexamethasone, aprepitant
  - 4) Local anesthetics: lidocaine and bupivacaine
  - 5) Volatile anesthetics: desflurane, sevoflurane
  - 6) Anxiolytics: midazolam, flumazenil
  - 7) Succinylcholine (Depolarizing neuromuscular blocking agent)
  - 8) Rocuronium (non-depolarizing neuromuscular blocking agent)
  - 9) Inert Gas (N<sub>2</sub>O)
  - 10) Non-Steroidal Anti-Inflammatory Drugs
  - 11) Vasopressors: ephedrine and phenylephrine
- B.** The student will describe the concept of MAC (minimum alveolar concentration) and be able to demonstrate knowledge of the value of 1 MAC for desflurane and sevoflurane as well as factors that alter MAC.
- C.** The student will know what receptor at the neuromuscular junction is blocked by neuromuscular blocking drugs.
- D.** The student will list the adverse effects of inhaled N<sub>2</sub>O.
- E.** The student will recognize signs, symptoms, and pathophysiology of allergic reactions (including anaphylaxis) and understand management.

## **5. AIRWAY SKILLS: MECHANICAL SKILLS & VENTILATORY MANAGEMENT**

### Terminal Objective

Given at least 7 unconscious patients, the student will provide appropriate airway support. This will include oral endotracheal intubation, LMA placement and positive pressure ventilation by face mask.

### Enabling Objectives

#### **A. Mechanical Skills**

1. The student will describe the indications, risks, and benefits of ventilation by mask, LMA and by endotracheal tube.
2. The student will be able to choose the correct size of LMA and ET tube for adult male and female patients.
3. The student will describe and identify basic oropharyngeal and laryngotracheal anatomy, including the following:
  - a) Tongue
  - b) Epiglottis

- c) Vocal cords
- d) Thyroid and cricoid cartilages
- e) Superior and recurrent laryngeal nerves
- f) Vallecula
- g) Laryngoscopy grade

4. The student will identify and treat upper airway obstruction during mask ventilation, using:  
a) jaw thrust, head tilt, chin lift.  
b) oropharyngeal and nasopharyngeal airway

5. With proper technique, the student will attempt tracheal intubation in at least 4 patients. The student must be able to demonstrate how to recognize an esophageal intubation.

6. The students will be able to identify the physiologic responses to laryngoscopy and induction.

7. The student will identify 3 indications for rapid sequence induction (RSI), the steps required, and the principles upon which it is based. The student will know the contraindications to an RSI.

8. The student will list and recognize criteria for extubation in anesthetized patients.

**B. Ventilation Management**

1. The student will correctly identify the correlation between pulse oximeter reading and arterial blood oxygen tension (oxyhemoglobin dissociation curve & factors that shift the curve).

2. The student will understand:

- a) normal value for CO<sub>2</sub>
- b) gradient between ETCO<sub>2</sub> and arterial CO<sub>2</sub>
- c) conditions that would increase or decrease ETCO<sub>2</sub>

3. The student will be able to define cyanosis, hypoxemia and hypoxia

4. The student will explain a differential diagnosis for hypoxemia.

**6. PAIN MANAGEMENT**

**Terminal Objective**

The student will demonstrate a basic knowledge of local anesthetic and opioid pharmacology.

**Enabling Objectives**

**A. Local Anesthetics**

1. The student will list two commonly used local anesthetics and classify according to amide

or ester linkage.

2. The student will calculate maximum doses for Lidocaine and Bupivacaine used for local infiltration anesthesia with and without epinephrine.
3. The student will be able to describe signs and symptoms of intravenous local anesthetic toxicity.
4. The student will describe the treatment for local anesthetic toxicity.

#### **B. Acute Pain Management**

1. The student will appreciate the role of regional anesthesia, narcotics and non-narcotic medications in the treatment of post-operative pain.
2. The student will understand the use of oral narcotic medications and understand the conversion from IV to oral dosing.
3. The student will understand the theory of patient-controlled analgesia (PCA) use and be able to list its advantages in pain management.
4. Describe the physiologic consequences of pain.
5. The student will be familiar with the different non-narcotic medications used in the treatment of pain including:
  - a) TCA
  - b) Anticonvulsants
  - c) NSAIDS
  - d) Acetaminophen

#### **C. Chronic Pain**

1. The student will gain increased understanding of the multidimensional nature of the medical, psychological, social and spiritual dimensions to the patient's pain problem
2. The student will be familiar with the different medications used in chronic pain treatment including:
  - a) Opioids (oral and parenteral)
  - b) TCA
  - c) Anticonvulsants
  - d) NSAIDS
  - e) Acetaminophen

#### **D. Regional Anesthesia/Analgesia**

1. Describe the anatomy of both spinal and epidural neuraxial techniques
2. Describe the contraindications of neuraxial anesthesia
3. Describe the complications of neuraxial anesthesia (wet tap, infection/hematoma, post- dural puncture headache, paralysis) and how they present.

### **7. PREOPERATIVE EVALUATION**

#### **Terminal Objective**

The student must be able to demonstrate a preoperative interview including history and physical



examination and be able to identify factors that influence risk of anesthesia and perioperative morbidity and mortality.

The student will determine whether measures can be taken to reduce peri-operative risk.

### **Enabling Objectives**

The student will demonstrate knowledge of the components of the anesthetic preoperative evaluation as follows:

**A.** The student will conduct at least 4 preanesthetic assessments and present them in standard fashion to a staff anesthesiologist. These assessments will include:

1. Taking a directed history and obtaining important information from the hospital chart (emphasis on review of systems, prior medical conditions, recent illness, past anesthetic history and family history)
2. Performing a directed physical examination, including assessment of the upper airway. The airway assessment will be observed to include an evaluation of mouth opening, identification of oral and supraglottic structures, dentition, Mallampati score, temporomandibular joint mobility, cervical spine mobility, mentum to thyroid cartilage (MT) distance, and trachea, neck, or chest wall abnormalities. In addition, assessment of patient vital signs and cardio pulmonary systems.
3. Recognizing and/or predicting a difficult airway
4. Finding and interpreting pertinent laboratory and diagnostic imaging results based on known or suspected disease.
5. Assigning appropriate ASA physical status
6. Knowing the CAS standards for fasting

**B.** The student will identify specific factors that increase the patients' perioperative risk, (including those below), and explain why the patient's risk is increased.

1. Malignant hyperthermia
2. recent myocardial infarction
3. dysrhythmia
4. hypovolemia
5. GERD
6. renal failure
7. chronic obstructive pulmonary disease
8. upper and lower respiratory tract infection
9. abnormal succinylcholine metabolism
10. family history of operative arrest
11. emergency surgery

12. congestive cardiac failure
13. valvular heart disease
14. smoking
15. bowel obstruction
16. hepatic insufficiency
17. angina pectoris
18. hypertension
19. obesity
20. Muscular Dystrophy
21. pneumothorax
22. asthma
23. sepsis

C. The student will describe the significance of chronic medications in the perioperative period, including:

1. monoamine oxidase inhibitors.
2. approaches to perioperative management of patients taking anticoagulants.
3. cardiac medications including antihypertensives, diuretics, statins.
4. chronic opioid use, including buprenorphine.
5. herbal medications

D. The student will determine what pre-operative medications are needed in terms of:

1. Anxiolytics
2. Anti-nauseants
3. Antibiotics
4. Diabetic medications
5. Anti-hypertensives, diuretics and statins
6. Steroids

E. Demonstrate an understanding of informed consent and what is required for a patient to be considered able to give informed consent (and when consent may be invalid).

## **8. POSTOPERATIVE MANAGEMENT**

### **Terminal Objectives**

The student will be aware of the common effects of anesthesia and surgery that persist into the postoperative period.

### **Enabling Objectives**

1. The student will demonstrate knowledge and an approach to common post-operative issues.
2. The student will demonstrate knowledge and an approach to a patient with post-operative hypertension and hypotension, including a general approach to bleeding and acute coronary

syndrome.

3. The student will demonstrate knowledge and an approach to possible treatment choices including the use of narcotic and non-narcotic medications for post-operative pain.

4. The student will demonstrate knowledge and an approach to identifying patients at risk for post-operative nausea and determine treatment.

## **9. General**

### **Terminal Objectives**

The student will be aware of the importance of collaboration between each individual involved in the peri-operative management of a patient, including health professionals from other disciplines.

### **Enabling Objectives**

1. The student will demonstrate respectful behaviour and work effectively in an inter-professional health care team.
2. The student will demonstrate an understanding of the roles of other inter-professionals involved in the peri-operative management of a patient

### **Intra-operative Emergencies**

A. Develop a differential diagnosis & approach for initial treatment of each of the following:

1. Hypertension
2. Hypotension
3. Hypoxemia
4. High airway pressures
5. Tachycardia
6. Bradycardia
7. Hypercapnia
8. Hypocapnia
9. Hyperthermia
10. Hemorrhage

### Evaluation and Course Requirements

#### ANESTHESIA

- Final Written MCQ (summative) = MP
- Daily Reports = MP #
- Satisfactory Final Preceptor ITER = MP
- Logbook = MC\*
- Clinical Expectations = MC
- Attendance and participation in teaching sessions = MC
- Professionalism Expectations = MP
- Meet all expectations outlined in Core Document = MC

MP = must pass (failure to do so will result in overall evaluation of “Unsatisfactory” for rotation)

MC = must complete (failure to do so will result in overall evaluation of “Satisfactory with Performance Deficiency” for rotation)

MC\* = must complete before rotation deadline (failure to do so will result in requirement to defer summative examination to the deferral/rewrite date)

Please refer to Clerkship Student Handbook - <https://cumming.ucalgary.ca/mdprogram/current-students/clerkship/student-handbook> and core document on OSLEER - <https://osler.ucalgary.ca/>

### Assessment Dates

The assessment dates may be subject to change due to circumstances beyond the MD Program’s control. In the event that an assessment date must be changed notification of the change will be emailed to the student by the evaluation team and posted on OSLEER. Students will be given as much notice of the assessment date change as possible.

The schedule, including assessments, can be found on the timetable here

<https://cumming.ucalgary.ca/mdprogram/current-students/pre-clerkship-year-1-2/timetable>

The detailed day by day schedule is found on OSLEER. <https://OSLEER.ucalgary.ca/>

**Calculators for MCQ exam** – simple calculators are allowed for your exams.

### Grading

The University of Calgary Medical Doctor Program is a Pass/Fail program. The grading system that will appear on a student’s legal transcript is as follows:

Grade	Description
CR	Completed Requirements
RM	Remedial Work Required
F	Fail
W	Withdrawal
MT	Multi-Term (Used for Part A Courses that fall under 2 different terms in the calendar year)

For Clerkship - A rotation signed off as “Satisfactory with Performance Deficiencies” will appear as a credit on a student’s medical school transcript.

### **One45 by Acuity Insights Overview**

The MD Program utilizes the One45 Software Program for assessment purposes for all evaluations in Year 1, 2 and 3. Students are able to view completed evaluations online through this software program. Evaluations and assessment data are collected at regular intervals.

It is the student's responsibility to distribute their evaluations to preceptors and to follow up with preceptors if evaluations have not been completed by the deadline given out by the Undergraduate Medical Education (UME) Office.

In addition to assessments and evaluations, One45 is also utilized to evaluate your preceptors and to gather information from students on their learning experiences.

All students are provided training at the beginning of their program in Year 1. This would include a personal log in access code and password.

One45 by Acuity Insights is used throughout your training in the MD Program (Undergrad).

Website Link to Access One45 by Acuity Insights: <https://calgary.one45.com/>

### **Course Evaluation/Feedback**

Student feedback will be sought at the end of each learning session as well as at the end of each course through the electronic UME evaluation tool.

At the end of each learning activity (i.e. Lecture, small group, orientations, etc.), students will be asked to complete online evaluation forms to provide feedback to instructors regarding the effectiveness of their teaching and achievement of the learning objectives. An overall course evaluation will be completed following course completion.

Students are welcome to discuss the process and content of the course at any time with the Course Chairs or Preceptors.

### **Internet and Electronic Device Information and Responsible Use**

Students are welcome to use laptops and other electronic note-taking devices in this course unless otherwise stated. Please be considerate of others when using these devices.

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University's Internet and email use policy

<https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-electronic-resources-and-information-policy>

### **Professional Conduct**

Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment. As members of the University community, students, employees, and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at: <https://calendar.ucalgary.ca/uofcregs/university-regulations/integrity-conduct>

Students and staff are expected to model behaviour in class that is consistent with our professional values and ethics to promote and maintain a positive and productive learning environment. All students and staff are also expected to respect, appreciate, and encourage expression of diverse world views and perspectives. While critical thought and debate is valued in response to concepts and opinions shared in class, feedback must, at all times, be focused on the ideas or opinions shared and not on the person who has stated them.

Where a breach of an above-mentioned expectation occurs in class, the incident should be reported immediately to the Associate Dean or his/her designate. As stated in the University Calendar, students who seriously breach these guidelines may be subject to a range of penalties ranging from receiving a failing grade in an assignment to expulsion from the University.

University of Calgary Medical School – Student Code of Conduct

<https://cumming.ucalgary.ca/mdprogram/current-students/pre-clerkship-year-1-2/student-code-conduct>

University of Calgary - Integrity and Conduct

<https://calendar.ucalgary.ca/uofcregs/university-regulations/integrity-conduct>

### **Attendance and Participation Expectations**

All learning events are mandatory. Attendance will be taken.

### **Reappraisals and Appeals**

Please refer to the CSM Reappraisal of Graded Term Work and Academic Assessments and CSM UME Academic Assessment and Graded Term Work Procedures for details regarding reappraisals and appeals

<https://cumming.ucalgary.ca/mdprogram/about/governance/policies#c>

Please note by policy and terms of reference if the student plan to request a reappraisal of the result(s) of this exam/course, a formal reappraisal request in writing needs to be submitted to the Chair of Student Evaluation within 10 business days of receiving the result. Please refer to the CSM Reappraisal of Graded Term Work and Academic Assessments for further information.

(<https://cumming.ucalgary.ca/mdprogram/about/governance/policies>) (under C). When a reappraisal has been submitted, any scheduled rewrite exams for that course will be on hold, depending on the outcome of the Reappraisal. Unless, under extenuating circumstances, and at the request of the student an early rewrite may be granted, if approved by the appropriate Assistant or Associate Dean.

Chair of Student Evaluation

Email - [md.reappraisals@ucalgary.ca](mailto:md.reappraisals@ucalgary.ca)

Please complete the CSM Reappraisal Submission Form on the UME website to ensure all information has been included. (<https://cumming.ucalgary.ca/mdprogram/about/governance/policies>) – (under C)

If the student disagrees with the decision of the UME Student Evaluation Committee, the student may appeal that decision to the UME University Faculty Appeals Committee.

### **Academic Accommodation**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an accommodation because of a disability, or medical concerns should communicate this need to Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities <https://www.ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy>.

For Student Accessibility Services, please contact the office at (403) 210-6019, visit: MacEwan Student Centre room 452, or email: [access@ucalgary.ca](mailto:access@ucalgary.ca). Students who have not registered with the Student Accessibility Services are not eligible for formal academic accommodation.

Students who require an accommodation in relation to their coursework or to fulfil requirements for a graduate degree based on a protected ground other than disability should communicate this need, preferably in writing, to the appropriate Assistant or Associate Dean

Students who require an accommodation unrelated to their coursework, based on a protected ground other than disability, should communicate this need, preferably in writing, to the Vice-Provost (Student Experience).

For additional information on support services and accommodations for students with disabilities, visit <https://live-ucalgary.ucalgary.ca/student-services/access>

### **Academic Integrity**

The University of Calgary is committed to the highest standards of academic integrity and honesty. Academic integrity is a core value of the University of Calgary. At UCalgary, academic integrity is a commitment to, and the demonstration of, honest and responsible scholarship. Maintaining academic integrity while earning your degree represents your true academic accomplishments. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect.

Academic integrity is the foundation of the development and acquisition of knowledge and is based on values of honesty, trust, responsibility, and respect. We expect members of our community to act with integrity.

Research integrity, ethics, and principles of conduct are key to academic integrity. Members of our campus community are required to abide by our institutional code of conduct and promote academic integrity in upholding the University of Calgary's reputation of excellence.

Student Academic Misconduct Policy and Procedure:

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-policy>

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-procedure>

Additional information is available on the Academic Integrity Website at

<https://ucalgary.ca/student-services/student-success/learning/academic-integrity>

### **Academic Misconduct**

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit:

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-policy>

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-procedure>

Additional information is available on the Academic Integrity Website at:

<https://ucalgary.ca/student-services/student-success/learning/academic-integrity>

### Research Ethics

If a student is interested in undertaking an assignment that will involve collecting information from members of the public, he or she must speak with the Assistant Dean, Research (UME) and consult the CHREB ethics website (<https://ucalgary.ca/research/researchers/ethics-compliance/chreb>) before beginning the assignment.

Students are advised that any research with human participants – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the Conjoint Faculties Research Ethics Board (<https://research.ucalgary.ca/conduct-research/ethics-compliance/human-research-ethics/conjoint-faculties-research-ethics-board-cfreb>) or the Conjoint Health Research Ethics Board (<https://research.ucalgary.ca/conduct-research/ethics-compliance/human-research-ethics/conjoint-health-research-ethics-board-chreb>)

For further information see E.5 Ethics of Human Studies:

<https://calendar.ucalgary.ca/pages/627ed88eb4b041b7a2e8155effac3501>

For more information on ethics and compliance visit:

<https://research.ucalgary.ca/conduct-research/ethics-compliance>

### Intellectual Property

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

### Emergency Evacuations and Assembly Points

Assembly points for emergencies have been identified across campus. The primary assembly point for the Health Sciences Centre (HSC) building is HRIC - Atrium. For more information, see the University of Calgary's Emergency Management website: <https://www.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points>

In the case of an emergency during exam, immediately stop writing the examination and follow the direction of the invigilator and go to the nearest exit. Students should not gather personal belongings. Emergency Evacuation Procedures - <https://www.ucalgary.ca/risk/emergency-management/plans-and-procedures>.

### Supports for Students

Student Advocacy and Wellness Hub (SAWH): <https://cumming.ucalgary.ca/mdprogram/current-students/student-advising-wellness>

AMA Physician and Family Support Program: <https://www.albertadoctors.org/services/physicians/pfsp>

Student Wellness Services: <https://www.ucalgary.ca/wellness-services>

Safewalk: <http://www.ucalgary.ca/security/safewalk>

Campus security: call (403) 220-5333

Student Success Centre: <https://ucalgary.ca/student-services/student-success>

Libraries and Cultural Resources: <http://library.ucalgary.ca/>



Student Union: <https://www.su.ucalgary.ca/about/who-we-are/elected-officials/>

Graduate Student's Association: <https://gsa.ucalgary.ca/about-the-gsa/gsa-executive-board/>

Student Ombudsman: <http://www.ucalgary.ca/ombuds/role>

### Wellness and Mental Health Resources

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness, and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the University community such as counselling, self-help resources, peer support, or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, <https://www.ucalgary.ca/wellnesscentre/services/mental-health-services> ) and the Campus Mental Health Strategy website (<http://www.ucalgary.ca/mentalhealth>).

### Freedom of Information and Protection of Privacy

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary. For more information, please see: <https://www.ucalgary.ca/hr/work-compensation/working-ucalgary/freedom-information-and-privacy-act>

### Copyright Legislation

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks, etc.) Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy <https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-policy>.

### Sexual and Gender-Based Violence Policy

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/legal-services/university-policies-procedures/sexual-and-gender-based-violence-policy>

### ATSSL Guidelines

Please refer to the ATSSL Web Lab PPE Requirement:

<https://cumming.ucalgary.ca/mdprogram/about/governance/policies>

### UME Policies, Guidelines and Terms of References (TORs)

Please refer to the MD program website:

<https://cumming.ucalgary.ca/mdprogram/about/governance>

**UME Forms**

Please refer to the MD program website:

<https://cumming.ucalgary.ca/mdprogram/current-students/student-resources/student-forms>