### UNDERGRADUATE MEDICAL EDUCATION (UME)
Medical Doctor Program (MD)

**COURSE OUTLINE**

<table>
<thead>
<tr>
<th>Course Number:</th>
<th>MDCN 520</th>
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<tbody>
<tr>
<td>Course Name:</td>
<td>Comprehensive Clinical Skills Curriculum for Clerkship (Course 8)</td>
</tr>
<tr>
<td>Dates:</td>
<td>April 2019 – March 2020</td>
</tr>
<tr>
<td>Schedules and classroom locations:</td>
<td>rotation schedule &amp; location information will be emailed</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
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<tbody>
<tr>
<td>Course Chair:</td>
<td>Jolene Haws <a href="mailto:jthaws@ucalgary.ca">jthaws@ucalgary.ca</a></td>
</tr>
<tr>
<td>Evaluation Rep:</td>
<td>Irene Ma <a href="mailto:ima@ucalgary.ca">ima@ucalgary.ca</a></td>
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<tr>
<td>UME Program Coordinator:</td>
<td>Kelsey O’Donnell <a href="mailto:course8@ucalgary.ca">course8@ucalgary.ca</a></td>
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</tbody>
</table>

| Student Course Rep: | Kaitlin Sparrow kaitlin.sparrow@ucalgary.ca |
| Student Exam Rep:   | Luke Gagnon lrgagnon@ucalgary.ca           |
|                     | Emilee Anderson emilee.anderson@ucalgary.ca |

**Course Description**

Please refer to the University Calendar:

[http://www.ucalgary.ca/pubs/calendar/current/medicine.html#8554](http://www.ucalgary.ca/pubs/calendar/current/medicine.html#8554)

**Prerequisites**

Not applicable in the MD program.

**Supplementary Fees/Costs**

- Lab Coat
- Stethoscope
- iClickers
Learning Objectives

Graduation Educational Objectives

A student at the time of graduation will be able to:

1. Demonstrate the basic science and clinical science knowledge and skills necessary for the supervised practice of medicine, and use knowledge efficiently in the analysis and solution of clinical presentations.

2. Evaluate patients and properly manage their medical problems by:
   a) Conducting a comprehensive medical history and thorough physical examination; reliably eliciting appropriate information in the history and detecting abnormal findings on the physical examination.
   b) Correctly identifying the patient's diagnosis, differential diagnosis, and medical problems.
   c) Applying an appropriate clinical reasoning process to the patient's problems.
   d) Advocating for patients while formulating and implementing a resource-conscious management plan to deal effectively with patient problems.
   e) Applying basic patient safety principles

3. Apply a comprehensive patient-centered approach in the evaluation and care of patients including sensitivity to differing: sexual orientation and gender identity, cultural and spiritual beliefs, attitudes and behaviours, economic situations.

4. Demonstrate knowledge of the fundamental concepts of disease prevention and health promotion for individual patients and populations and incorporate them into treatment plans as appropriate.

5. Communicate and interact effectively with patients, families, medical staff and others involved in the delivery of health services.

6. Describe and apply ethical principles and high standards in all aspects of medical practice.

7. Exhibit appropriate professional behaviour, including awareness of personal wellness and limitations.

8. Formulate clear clinical questions and apply an evidence-based approach to solving these questions.

9. Demonstrate educational initiative and self-directed life-long learning skills.

10. Describe the basic principles of clinical and translational research, including how such research is conducted, evaluated, explained to patients and applied to patient care.

More information:
http://www.ucalgary.ca/mdprogram/home/graduation-educational-objectives

Evaluation and Course Requirements


Calculators for MCQ exam – calculators can be used for the ADT #4 exam
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:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR</td>
<td>Completed Requirements</td>
</tr>
<tr>
<td>RM</td>
<td>Remedial Work Required</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
</tr>
<tr>
<td>MT</td>
<td>Multi-Term (Used for Part A Courses that fall under 2 different terms in the calendar year.)</td>
</tr>
</tbody>
</table>

The Clerkship OSCE covers medical skills from across all rotations and is a certifying examination which students must successfully complete before proceeding to graduation.

Assignments/Projects

Students are expected to attend 100% of Course 8. Attendance is mandatory at all sessions and a record of student attendance is maintained by UME. Below are justifiable reasons for absence from Course 8.

**Documentation is required for any absences and students who are unable to attend will notify the Course 8 Program Coordinator by e-mail – course8@ucalgary.ca within 24 hours of the session with the reasons for the absence.** An attendance rate less than 80% is considered a concern of professionalism and may be grounds for an unsatisfactory result.

The Clerkship OSCE covers medical skills from across all rotations and is a certifying examination which students must successfully complete before proceeding to graduation.

**Acceptable reasons for missing a session:**

1. **Out of town electives if more than a 1 hour drive from Calgary; if less than a 1 hour drive from Calgary MUST ATTEND.**
2. Clerks are to receive adequate time off to attend Course 8 (1230 – 1700 hrs including travel time for those students required to attend).
3. On call the previous evening if the on-call period extends beyond midnight. (call schedules required)
4. Call SHOULD NOT be scheduled on the afternoon of Course 8 for those students required to attend.

Note: Group Lists and Schedules have been sent to Clerkship Directors and Departmental Administrators. If you require a group list and schedule please email the Program Coordinator at course8@ucalgary.ca

5. **Student presentation at conference**
   - This must be approved by the UME Office.
   - Student MUST BE presenting his/her own research.
   - Confirmation of conference registration and presentation date must be provided to Program Coordinator.
   - Travel arrangements are to be made to minimize length of absence.
6. **Administrative responsibilities within the Faculty of Medicine**
   - Confirm that scheduling is not within the student’s control (SARC meetings, etc).
   - Student should send alternate when possible
   - Length of time missed should be minimized to time essential for student to attend meeting.
7. Medical appointments and/or acute illnesses
   - Students will be excused for acute illness or for medical appointments that cannot be easily rescheduled (e.g. long wait for specialist, booked elective surgery, etc).

8. Personal Commitments
   - Student may miss short periods of the course for important personal commitments if the scheduling is not in his/her control (e.g. attendance at family wedding, child’s graduation ceremony, etc).
   - Length of time missed should be minimized to time essential for student to attend event.
   - Approval to miss teaching sessions for these reasons must be sought from one of the Course 8 Chairs.

9. Other
   - Other requests may be considered at the discretion of the Course 8 Chair and/or designate.

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### Timeliness

In general, dates listed in Core Documents are intended to act as guidelines for assisting students to complete their learning activities and assignments in a timely fashion. Students encountering difficulties completing assignments due to health or other serious factors must contact the Course Chair to arrange a deferral of term work. A Physician/Counsellor Statement to confirm an absence for health reasons may be required.

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### Professional Conduct

As members of the University community, students and staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar. The specific expectations cited in the Calendar include:

- respect for the dignity of all persons
- fair and equitable treatment of individuals in our diverse community
- personal integrity and trustworthiness
- respect for academic freedom, and
- respect for personal and University (or Host Institution) property.

Students and staff are expected to model behaviour in class that is consistent with our professional values and ethics. Students and staff are also expected to demonstrate professional behaviour in class that promotes and maintains 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. All members of the University community are expected to offer their fellow community members unconditional respect and constructive feedback. 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
http://www.ucalgary.ca/mdprogram/current-students/student-code-conduct
**Electronic Submission of Course Work**

Most assignments will be submitted via email to the Program Coordinator, UME unless otherwise stated. Assignments may be submitted in MS Word or Rich Text formats. It is the student’s responsibility to confirm with the Program Coordinator that the assignment has been received. This may be done through utilization of the return receipt function available on most email packages, or by a follow up confirmation email to the Program Coordinator.

It is the Program Coordinator’s responsibility to reply to any confirmation email from the student, and to inform the student promptly if there are any problems with the file (unable to open attachment, damaged data, etc.). In such cases, it is the responsibility of the student to promptly consult with the Program Coordinator regarding an alternate delivery method (e.g. courier, fax, etc.). It is the student’s responsibility to retain a copy of the original document.

**One45 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 is collected at regular intervals.

It is the student’s responsibility to distribute their evaluations to preceptors during any given course and to follow up with preceptors if evaluations have not been completed by the deadline given out by the Undergraduate Medical Education 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 is used throughout your training in the MD Program (Undergrad) as well as Residency (PGME).

**Website Link to Access One45:** [https://calgary.one45.com/](https://calgary.one45.com/)

**Problems Accessing One45:** Please contact the Academic Technologies at [osler@ucalgary.ca](mailto:osler@ucalgary.ca)

**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 (ie. 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.

**UME Policies, Guidelines, Forms & TORs**

Please refer to the MD program website

### Appeals


If the student appeals to the Student Evaluation Committee and disagrees with the decision, the student may further appeal to the Cumming School of Medicine Medical Student Appeals Committee (MSAC). ([http://ucalgary.ca/mdprogram/about-us/ume-policies-guidelines-forms-terms-reference](http://ucalgary.ca/mdprogram/about-us/ume-policies-guidelines-forms-terms-reference))

### Academic Accommodation

Students needing an accommodation because of a disability or medical condition should contact Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities available at [https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities_0.pdf](https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities_0.pdf).

Student Accessibility Services, please contact their office at (403) 220-8237, address: MacEwan Student Centre room 452 or email: access@ucalgary.ca. Students who have not registered with the Student Accessibility Services are not eligible for formal academic accommodation.

### Accommodations on Protected Grounds Other Than Disability

Students who require an accommodation in relation to their coursework or to fulfill 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 [www.ucalgary.ca/access/](http://www.ucalgary.ca/access/).

### Academic Integrity

The University of Calgary 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.

It is expected that all work submitted in assignments should be the student’s own work, written expressly by the student for this particular course. Students are referred to the section on plagiarism in the University Calendar ([http://www.ucalgary.ca/pubs/calendar/current/k-5.html](http://www.ucalgary.ca/pubs/calendar/current/k-5.html)) and are reminded that plagiarism is an extremely serious academic offence.

A single offence of cheating, plagiarism, or other academic misconduct, on term work, tests, or final examinations, etc., may lead to disciplinary probation or a student's suspension or expulsion from the faculty by the Dean, if it is determined that the offence warrants such action. A student is defined as any person registered at the University for credit or non-credit courses.

### Freedom of Information and Protection of Privacy

The Freedom of Information and Protection of Privacy (FOIP) Act indicates that assignments given by you to your course instructor will remain confidential unless otherwise stated before submission. The assignment cannot be returned to anyone else without your express permission. Similarly, any information about yourself that you share with your course instructor will not be given to anyone else without your permission.
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: [http://www.ucalgary.ca/emergencyplan/assemblypoints](http://www.ucalgary.ca/emergencyplan/assemblypoints)


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.

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.

Supports for student learning, success, and safety

- Student Advising and Wellness (SAW): [http://www.ucalgary.ca/mdprogram/current-students/student-advising-wellness](http://www.ucalgary.ca/mdprogram/current-students/student-advising-wellness)
- AMA Physician and Family Support Program: [https://www.albertadoctors.org/services/physicians/pfsp](https://www.albertadoctors.org/services/physicians/pfsp)
- Student Union Wellness Centre: [https://www.ucalgary.ca/wellnesscentre/](https://www.ucalgary.ca/wellnesscentre/)
- Safewalk: [http://www.ucalgary.ca/security/safewalk](http://www.ucalgary.ca/security/safewalk)
- Campus security - call (403) 220-5333
- Student Success Centre: [https://www.ucalgary.ca/ssc/](https://www.ucalgary.ca/ssc/)
- Library Resources: [http://library.ucalgary.ca/](http://library.ucalgary.ca/)
- Student Union ([https://www.su.ucalgary.ca/about/who-we-are/elected-officials/](https://www.su.ucalgary.ca/about/who-we-are/elected-officials/)) or Graduate Student’s Association ([https://gsa.ucalgary.ca/about-the-gsa/gsa-executive-board/](https://gsa.ucalgary.ca/about-the-gsa/gsa-executive-board/)) representative contact information
- Student Ombudsman: [http://www.ucalgary.ca/ombuds rôle](http://www.ucalgary.ca/ombuds rôle)

Copyright

It is the responsibility of students and professors to ensure that materials they post or distribute to others comply with the Copyright Act and the University’s Fair Dealing Guidance for Students. Further copyright information for students is available on the Copyright Office web page (http://library.ucalgary.ca/copyright). It is the responsibility of each individual to ensure compliance with copyright regulations. Individual questions and concerns should be directed to copyright@ucalgary.ca.

Copyright and Fair Dealing for Students:

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](https://www.ucalgary.ca/wellnesscentre/services/mental-health-services)) and the Campus Mental Health Strategy website ([http://www.ucalgary.ca/mentalhealth](http://www.ucalgary.ca/mentalhealth)).
### Research ethics

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

### ATSSL Guidelines

Please refer to the ATSSL Web Lab PPE Requirement: