



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER  
EL PASO

Paul L. Foster School of Medicine

# Syllabus

## Scientific Principles of Medicine (SPM)

PSPM 5021 (SPM I)

PSPM 5012 (SPM II)

Academic Year 2017-2018

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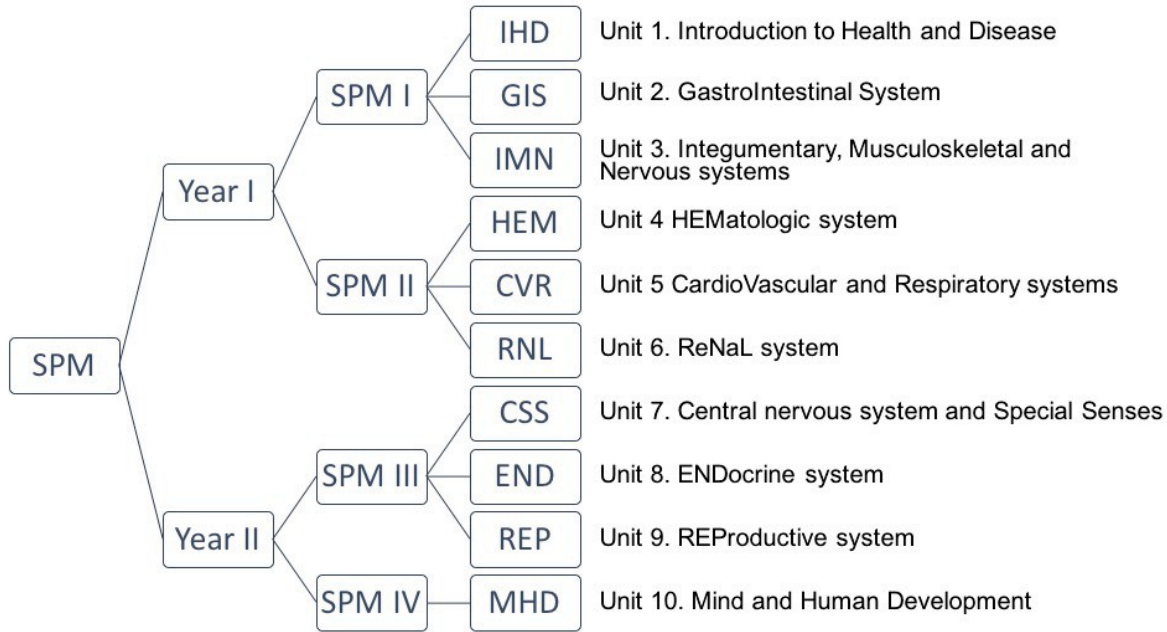
## Course Description

The SPM course is designed to foster the rapid acquisition, integration and application of scientific knowledge fundamental to the practice of medicine. By using diagnostic scheme algorithms as conceptual frameworks for both learning and application, the knowledge structure and diagnostic skills of an experienced clinician will be developed from the very outset of instruction. Students will explore human health and disease within individual organ-system based units that are each organized into a series of 'clinical presentations' (e.g. gait disturbance, movement disorders, headache, seizure and epilepsy) that reflect the major ways in which a person would present to a physician. By learning the basic and clinical sciences synchronously and within the context of clinical presentations, a high level of integration and clinical relevance is achieved. The use of diagnostic scheme algorithms as conceptual frameworks for structuring and applying scientific knowledge is aimed at equipping students with the skills to make highly effective evidence-based diagnoses using scheme-inductive reasoning. This pedagogical approach, as implemented in SPM, has been shown to help mitigate the temporal loss of basic science knowledge, to help students think like experts when solving clinical problems, and to dramatically improve students' diagnostic success rates. In activities such as the Worked Case Example sessions, students will learn to communicate effectively and function effectively in teams. SPM offers a robust learning experience by employing a variety of educational methods in addition to active learning lectures. Such experiences include team based learning and self-directed learning, which rely on students maintaining professional attitudes and behaviors.

By its nature the clinical presentation based curriculum will make students aware of the larger context and system of healthcare as many of the case based discussions incorporate consideration of risks and cost. Also, the SPM course incorporates experiences and activities, such as the Student Self-Assessment component, that give students opportunities to assess their knowledge and identify their own strengths and deficiencies and then engage in self-directed learning to address gaps in his or her knowledge.

For a complete list of clinical presentations, please see [Clinical Presentation Schemes](#).

A general overview of the organization of clinical presentation-based units in SPM is provided in the following schematic:



#### SPM I (PSPM 5021):

This first semester course of Year 1 consists of three integrated units: **‘Introduction to Health and Disease’ (IHD)**, **‘Gastrointestinal System’ (GIS)**, **‘Integumentary, Musculoskeletal, and Nervous Systems’ (IMN)**. The sequence of clinical presentations within each unit has been structured so that the concepts developed during the study of one topic provide the foundation for subsequent topics. Basic information is provided for each clinical presentation including its clinical significance and a schematic representation of the relationships of the potential causes. These provide the basis for discussion of each of the underlying basic science principles. Each clinical presentation includes a set of basic science learning objectives related to the appropriate scientific concepts of anatomy (gross and neuroanatomy, including medical imaging), behavioral science, biochemistry, cell and molecular biology, embryology, genetics, histology, immunology, microbiology, nutrition, pathology, pharmacology and physiology. Discipline experts provide instruction using various teaching methods including lectures, laboratories, and small group discussions. Both basic science and clinical faculty participate in this component of the instructional process.

#### Unit 1: Introduction to Health and Disease (IHD)

This 5-week unit is comprised of the following five clinical presentations that introduce students to the basic foundations of health and disease:

Week	CP	Title
1	1	The Child with Dehydration
2	2	The Child with Poor Growth
3	3	Sore Throat
4	4	Fever
5	5	Wound
Exam Week		

The molecular and cellular mechanisms underlying homeostasis, cell growth and division, quiescence, senescence and apoptosis will be introduced to provide a foundation for understanding the processes of health and disease. Biochemistry, cell biology, genetics, immunology, microbiology and pathology are featured prominently in this unit. Highlights include the student's first hands-on experiences in the anatomy and microbiology laboratories.

#### Unit 2: Gastrointestinal System (GIS)

This 5-week unit investigates the gastrointestinal system within the context of the following eight clinical presentations:

Week	CP	Title
1	1	Dysphagia
2	2	Nausea and Vomiting
3	3	Abnormal Liver Function Tests and Jaundice
	4	Abdominal Distension
4	5	Diarrhea
	6	Constipation
5	7	Abdominal Pain
	8	Blood from Gastrointestinal Tract
Exam Week		

In this unit students will be introduced to the processes of motility, secretion, digestion and absorption, which form the basis of function in the gastrointestinal system. The numerous functions of the liver will be presented including those that relate to intermediary metabolism, blood detoxification, plasma protein synthesis and bile production, forming a basis for recognizing, understanding and treating various diseases of the liver and hepato-biliary system. Within each of the clinical presentations the pathology and etiologies of region specific diseases are explained as they relate to the underlying basic science.

Unit 3: Integumentary, Musculoskeletal and Introduction to the Nervous Systems (IMN)

This 7-week unit is an integrated presentation of the major basic science concepts related to the integumentary (skin, hair & nails), musculoskeletal, and nervous systems (with a deliberate focus on the peripheral nervous system). The course content is organized and explored in the context provided by a sequence of ten relevant, common and broadly applicable clinical presentations that include orthopedic, rheumatologic, neurologic and dermatologic issues:

<b>Week</b>	<b>CP</b>	<b>Title</b>
1	1	Skin Lesions: Rash-Non-Blistering
	2	Skin lesions: Rash with Blisters, Hair, Nails, and Ichthyosis
2	3	Skin Lesions: Tumors
3	4	Bone Fractures
4	5	Joint Pain
5	6	Musculoskeletal Lumps and Masses
	7	Deformity and Limp
Thanksgiving Week		
6	8	Pain
	9	Numbness and Tingling
7	10	Weakness and Loss of Motion
Exam Week		



Gross anatomy is featured during this unit by way of cadaver dissection, three-dimensional models, radiographs, computer assisted tomography, magnetic resonance imaging, angiograms, ultrasound images, and histological images. The neuroscience of movement and pain, the regulation of skeletal muscle contraction at the cellular and molecular levels, and the scientific principles of peripheral nervous system diseases are some of the themes explored in this unit.

SPM II (PSPM 5012):

This second semester course of Year 1 consists of three integrated units: **'Hematologic System'** (HEM), **'Cardiovascular and Respiratory Systems'** (CVR), and **'Renal System'** (RNL).

Unit 4: Hematologic System (HEM)

This 4-week unit investigates the functions of the hematologic system within the context of the following four clinical presentations:

Week	CP	Title
1	1	Coagulation Abnormalities
2	2	Abnormal Hemoglobin
3	3	Abnormal White Blood Cells
4	4	Lymphadenopathy
Exam Week		

Students will learn about the structure and function of the formed elements of blood as well as the components of blood plasma as they apply to health and hematologic diseases.

Unit 5: Cardiovascular and Respiratory Systems (CVR)

This 7-week unit explores the normal parameters of the cardiovascular and respiratory systems and investigates their dysfunction in the following ten clinical presentations:

Week	CP	Title
1	1	Chest Discomfort
2	2	Abnormal Heart Sounds
	3	Cardiac Murmurs
3	4	Syncope
	5	Palpitations

4	6	Abnormal Blood Pressure: Hypertension and Shock
5	7	Dyspnea
6	8	Cough and Wheezing
7	9	Cyanosis
	10	Hemoptysis
	11	Mediastinal Mass
Exam Week		

The faculty of the Department of Medical Education work together with cardiologists, pulmonologists, acute care physicians and other practicing specialists to present the topics using a variety of educational approaches. Several laboratory experiences are included to emphasize critical physiological concepts underlying the function of the cardiovascular and respiratory systems.

#### Unit 6: Renal System (RNL)

This 4-week unit focuses on fluids, electrolytes, homeostatic mechanisms and the structure and function of the kidney. The following are the four clinical presentations to be covered in this unit:

Week	CP	Title
1	1	Abnormalities of Renal Function
2	2	Disorders of Serum Sodium
3	3	Intrinsic Renal Disease
4	4	Abnormalities of Hydrogen Ion Concentration
Exam Week		

#### Educational Methods and Learning Experiences

SPM offers a robust learning experience by employing a variety of educational methods including:

- Lectures (e.g. clinical scheme presentations)
- Large group interactive discussions (e.g. basic science 'clicker' presentations)

- Small group interactive discussions (e.g. Worked Case Example sessions)
- Integrative team-based learning experiences
- Laboratory exercises (e.g. Anatomy)
- Exposure to interprofessional education (Worked Case Example sessions and through instructions from a wide variety of professionals)
- The Student Self-Assessment (SSA) component

Learning experiences are framed around each clinical presentation and consist of three main components: (1) Introduction & Diagnostic Scheme Overview, (2) Basic Science, (3) Synthesis, Integration and Worked Case Example sessions. The Introduction session is a clinician-guided overview of the clinical presentation and the underlying conceptual framework (diagnostic scheme) of scientific concepts utilized by expert clinicians to make effective diagnoses. The Basic Science sessions are designed to help students build an integrated foundation of clinically relevant scientific knowledge within the context of clinical presentations and their respective diagnostic schemes. The Worked Case Example segment emphasizes the deliberate practice of making evidence-based clinical diagnoses using basic science knowledge and scheme-inductive diagnostic reasoning; here, a high level of student engagement is promoted in a clinician-tutored small group setting.

## Competencies, Program Goals and Objectives, and Outcome Measures

The Paul L. Foster School of Medicine education program goals and objectives are outcome-based statements that guide instruction and assessment as you develop the knowledge and abilities expected of a physician. All elements of the PLFSOM curriculum are derived from and contribute to the fulfillment of one or more of the medical education program's goals and objectives, which can be found at [PLFSOM PGOs](#). SPM is designed to meet the following PLFSOM Medical Education Program Goals and Objectives:

Patient Care		
Educational Program Objectives		Outcome Measures
1.1	Gather essential information about patients and their conditions through history taking, physical examination, and the use of laboratory data, imaging studies, and other tests.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
1.2	Make informed decisions about diagnostic and therapeutic interventions based on patient information and preferences, up-to-date scientific evidence, and clinical judgment.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
1.3	For a given clinical presentation, use data derived from the history, physical examination, imaging and/or laboratory investigation to categorize the disease process and generate and prioritize a focused list of diagnostic considerations.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
1.6	Describe and propose treatments appropriate to the patient's condition and preferences.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
Knowledge for Practice		
Educational Program Objectives		Outcome Measures
2.1	Compare and contrast normal variation and pathological states in the structure and function of the human body across the life span.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
2.2	Apply established and emerging foundational/basic science principles to health care.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>
2.3	Apply evidenced-based principles of clinical sciences to diagnostic and therapeutic decision-making and clinical problem solving.	<ul style="list-style-type: none"> <li>Exam – Institutionally Developed, Written/Computer-based (Weekly SPM formative exams; End-of-unit SPM summative exams)</li> </ul>

		SPM formative exams; End-of-unit SPM summative exams)
<b>Interpersonal and Communication Skills</b>		
Educational Program Objectives		Outcome Measures
4.2	Communicate effectively with colleagues and other health care professionals.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Small-group assessment rubric)</li> </ul>
<b>Professionalism</b>		
Educational Program Objectives		Outcome Measures
5.1	Demonstrate sensitivity, compassion, integrity and respect for all people.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Small-group assessment rubric)</li> <li>• Narrative Assessment (Professionalism Event Card)</li> </ul>
5.3	Demonstrate accountability to patients and fellow members of the health care team.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Small-group assessment rubric)</li> <li>• Narrative Assessment (Professionalism Event Card)</li> </ul>
5.6	Demonstrate honesty in all professional and academic interactions.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Small-group assessment rubric)</li> <li>• Narrative Assessment (Professionalism Event Card)</li> </ul>
5.7	Meet professional and academic commitments and obligations.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Professionalism Event Card)</li> </ul>
<b>Interprofessional Collaboration</b>		
Educational Program Objectives		Outcome Measures
7.3	Function effectively both as a team leader and team member.	<ul style="list-style-type: none"> <li>• Narrative Assessment (Small-group assessment rubric)</li> </ul>

## Grading System

SPM is a pass/fail course. Successful passage requires that the student has not only achieved a level of competency as measured by performance on summative assessments, but has also demonstrated a commitment to professional responsibility by being an active participant in the educational experience that is defined by the curriculum.

### Formative and Summative Assessments

Regular formative student assessment and feedback are an important part of the educational experience. Students will receive feedback from Worked Case Example preceptors on a weekly basis. Worked Case Example feedback includes a list of descriptive adjectives that represent the student's attitudes, professionalism and preparation, often accompanied by a brief written narrative. USMLE-style formative assessments will be provided each week to allow students to monitor progress and to identify potential deficiencies that warrant early remediation through self-study. Although grades on formative assessments are for diagnostic purposes only and do not count towards the student's final grade, completion of each weekly formative assessment is a requirement. Weekly formative assessments are listed on the CHAMP calendar view under 'asynchronous learning', and will be made available during the weekly formative testing window (12 PM Wednesday until 12 PM Saturday). Once each formative assessment is completed, students will have the opportunity to review their score along with the answers and explanations for each question. Each student will also receive an individual e-mail listing the learning objectives that are linked to questions they missed. Each formative assessment will be subsequently available for students to re-take and review for the duration of the pre-clerkship curriculum.

USMLE-style end-of-unit summative (formal) exams will be given at the end of SPM Units 1-6. Students will be using their own laptops to take the end-of-unit summative assessments in a secure testing environment.

### Cumulative Assessments

Periodic review of past formative assessments will be incentivized through the administration of cumulative assessments at the end of each unit beginning with unit 2. These cumulative assessments will feature a random selection of items from the formative assessment pool dating back to the start of the MS1 year. These SPM/SCI cumulative assessments will be administered via a web-based asynchronous format at the end of Units 2-6. Students will be given up to one week after the end of each unit to take the cumulative exam and achieve a minimum passing score of 65%. Although multiple attempts of the exam will be permitted during this one-week testing window, only the grade for the first attempt will be recorded in ExamSoft. Students with a recorded grade of less than 65% will be allowed to retake the cumulative exam during a second test administration window which immediately follows the

initial testing window and runs until two weeks after the end of the Fall semester and one week after the end of the Spring semester. As with the first cumulative administration, students will be allowed multiple attempts but only the grade for the first attempt will be recorded in ExamSoft. Students who have failed to record a minimum passing score of 65% during the second cumulative administration will be provided a third and final attempt. This third administration will run until 2 weeks after the end of the academic year. A blueprint that outlines the composition of test items in the cumulative testing program is provided in the Appendix. Refer to 'Important Dates' below for a list of cumulative testing windows. A comprehensive end-of-year exam (CEYE) will be administered after Unit 6.

Tardiness for a summative assessment is disruptive, unprofessional, discourteous, and strongly discouraged. Students who arrive up to 10 minutes late for an assessment will be permitted entry to the assessment area entirely at the discretion of the chief proctor and with regard to the effect that such entry may have on the students already present in the assessment environment. Students who are permitted late entry to the assessment must finish at the scheduled end time. Students who arrive more than 10 minutes late for an assessment will be denied entry and recorded as absent. An unexcused absence from a summative assessment will result in an initial grade of 'Fail' for the unit. Excused absences are granted through the Office of Student Affairs (see 'Course Policies and Procedures').

#### SPM Unit and Semester Grade Determinations

The semester courses SPM I and II, in addition to the CEYE, must be passed in order to progress to the second year. The SPM grading and promotion policy is designed to provide students with ample opportunity to demonstrate satisfactory knowledge and skills.

SPM assessment and grading guidelines are summarized as follows:

1. SPM Unit Grade (within a semester course)

Unit and Course Directors are responsible for determining student progress. To receive a grade of pass (P) for each SPM unit, a student must achieve a minimum summative exam score of 65%.

2. SPM Semester Course Grade

Progress within the course will be determined by the Course Directors based on the student's performance in the Units of the course.

- 1) *Grading*

- A. **Pass (P):** All Units must be passed.

- B. In Progress (PR):**

- a) *If one or two SPM units are failed in the first semester, the first semester course grade initially will be recorded as 'In Progress' (PR) and will be revised to 'Pass'*

(P) or 'Fail' (F) pending the outcome of unit remediation during the optional January remediation date and/or at the end of the academic year.

- b) *If one or two units are failed in the second semester*, the second semester course grade initially will be recorded as 'PR' and will be revised to 'P' or 'F' pending the outcome of unit remediation at the end of the academic year.
- c) *If one or more end-of-unit cumulative exams have not been passed within two weeks of the end of the Fall semester and within one week of the end of Spring semester*, the corresponding semester course grade will be initially recorded as 'PR.' The grade 'PR' will be revised to 'P' if a student successfully records a pass on all cumulative examinations within 2 weeks of the end of the academic year.

**C. Fail (F):**

- a) *If three SPM units are failed in the first semester*, the semester course grade will be recorded as 'F' and a recommendation will be made to the GPC for repeat of the year if the student is eligible. The student would either take a leave of absence or independent study in the second semester prior to restarting the year.
- b) *If two SPM units are failed in the first semester*, the semester course grade be listed as 'PR' and the student will be given an opportunity to complete unit remediation during the optional January remediation date and/or at the end of the academic year. If an additional unit failure occurs in the second semester the student will receive a grade of 'F' for both semesters and a recommendation will be made to the GPC for repeat of the year if the student is eligible. Similarly, if a student fails one unit in the first semester and goes on to fail two units in the second semester, a grade of 'F' will be recorded for both semesters and a recommendation will be made to the GPC for repeat of the year if the student is eligible.
- c) *If a student fails three SPM units in the second semester* they will receive a grade of 'F' for that semester and a recommendation will be made to the GPC for repeat of the year or semester if the student is eligible. The grade for the first semester will remain as 'P'.
- d) If a student fails two SPM units and one SCI semester, or one SPM unit and two SCI semesters, over the course of the academic year, they will be referred to the GPC for repeat of the year if the student is eligible. In this scenario the student would receive a grade of 'F' for the SPM semesters(s) in which the SPM unit failure(s) occurred.
- e) If a student has not successfully passed all cumulative examinations within 2 weeks of the end of the academic year, a grade of 'F' will be recorded for the



semester(s) in which the failed cumulative examination(s) occurred and the student will be referred to the GPC for repeat of the year if eligible.

## 2) *Remediation*

If a grade of 'PR' is recorded because one or two SPM units are failed within a semester, students will be required to pass a remediation exam for each failed unit. As with the original SPM unit summative exams, the minimum passing score for an SPM unit remediation exam is 65%. If the remediation exam(s) for the failed unit(s) are passed, the semester course grade(s) will be converted from 'PR' to 'P'. If any remediation exam is failed, the corresponding semester course grade will be converted to grade of 'F', and a recommendation will be made to the GPC for repeat of the year if the student is eligible. A student will be allowed to take the remediation exam for the second time only under special circumstances as determined by the GPC. The second remediation exam will be mostly composed of items linked to the objectives that were missed by the student during his or her first two attempts. See 'Important Dates' below for a list of remediation exam dates.

## 3) *Grade Release*

Barring extenuating circumstances, SPM unit grades will be released within one week of the summative assessment date. If a student wishes to challenge their unit grade, they must do so by contacting the Course Director within fourteen calendar days of the summative assessment date.

## 4) *Professionalism*

Be aware that formative and summative assessment items are part of a collective pool of secured assessment items designed to ensure student proficiency meets the minimum standards necessary for the eventual practice of medicine. As such, the integrity and security of this pool must not be compromised, and students are strictly prohibited from copying, reproducing, transmitting or distributing formative or summative assessment items. Any violation of this honor code, including failure to report a known offence, is a direct violation of the Code of Professional and Academic Conduct as described in the PLFSOM Student Handbook, and could lead to expulsion from PLFSOM.

## Important Dates

### 1. Summative and Cumulative Examinations

IHD Summative:	31 August 2017
GIS Summative:	12 October 2017
Cumulative Exam 1:	12-20 October 2017
IMN Summative:	14 December 2017
Cumulative Exam 2:	14-22 December 2017
HEM Summative:	1 February 2018
Cumulative Exam 3:	1-9 February 2018
CVR Summative:	29 March 2018
Cumulative Exam 4:	29 March - 6 April 2018
RNL Summative:	4 May 2018
Cumulative Exam 5:	4-11 May 2018

### 2. Cumulative Assessment Retake Windows

Cumulative Exam 1, 2 <sup>nd</sup> administration:	21 October 2017 – 29 December 2017
Cumulative Exam 2, 2 <sup>nd</sup> administration:	23 December 2017 – 29 December 2017
Cumulative Exam 3, 2 <sup>nd</sup> administration:	10 February – 25 May 2018
Cumulative Exam 4, 2 <sup>nd</sup> administration:	7 April – 25 May 2018
Cumulative Exam 5, 2 <sup>nd</sup> administration:	12 – 25 May 2018
Cumulative Exam 1-2, final administration:	30 December 2017 – 1 June 2018
Cumulative Exam 3-5, final administration:	26 May – 1 June 2018

### 3. Remediation Exam Dates

Students will be permitted to remediate up to two SPM unit exams or two SCI semester grades, or a combination of one SPM unit exam and one SCI semester grade, over the course of the academic year. Students may select an SPM/SCI remediation schedule that best suits their individual needs from the exam dates offered below\*\*:

#### Fall remediation (optional):

9 January 2018

Spring remediation:

31 May 2018

1 June 2018

12 June 2018

13 June 2018

20 June 2018

21 June 2018

Note that students needing to remediate the comprehensive end-of-year exam (CEYE) will also need to factor this into the above Spring remediation schedule. CEYE remediation must take place over two consecutive days.

\*\*It is essential that students chose a schedule that allows their individual remediation requirements to be completed by the last available date. Failure to do so will lead to a grade of 'F' for the associated SPM and/or SCI semesters.

## Course Policies and Procedures

### Attendance/Participation Policies

Students are expected to be present, to be prepared, and to be on time. Unless otherwise specified, lectures, labs and small group activities begin on the hour. The Paul L. Foster School of Medicine curriculum is modeled on the concept of 'learning communities' where each individual offers knowledge, skills and experiences that are unique and beneficial to the community. A number of SPM learning activities will rely on active student participation and teamwork, and therefore a student's absence can be detrimental to the educational experience of his or her peers. As the effective practice of medicine requires physicians to demonstrate punctuality, teamwork, trustworthiness and beneficence, similar behaviors and attitudes will be expected of our students.

### ***Required SPM activities***

Attendance and punctuality will be monitored for a number of required SPM activities including the following:

- Worked Case Example sessions
- Specified lab-based learning sessions
- Specified small-group interactive or team-based learning sessions

Participation in asynchronous weekly formative assessments is also a requirement.

Sessions with required **attendance or participation will be highlighted by a star** on the LMS calendar view at the beginning of each unit. Accountability and responsibility are important tenets of professionalism which pertain to medical professionals at all stages of education, training and practice. In this regard, medical students are expected to demonstrate punctuality and reliability for required educational activities in the SPM course including the weekly Worked Case Example sessions.

- Students will be counted as absent from a required SPM event (such as Worked Case Example session) if they have not signed in by 10 minutes after the hour.
- Students who sign in after the start of the hour but before 10 minutes past the hour will be marked as tardy.
- Worked Case Example session attendance will be tracked using a Swipe-Card System. A student who was tardy or missed a session will receive an automatically-generated notification email. The attendance record will become permanent 7 calendar days following the date of the notification email.

## **Consequences**

Non-compliance with the SPM punctuality and attendance/participation policy will have consequences that are reflected in a student's academic record. These consequences may include: a failing grade on the basis of attendance or punctuality; required remediation or repeating of the course; documentation in the student's academic record and e-Portfolio; and reporting to the Associate Dean of Student Affairs and the PLFSOM Grading and Promotion Committee.

Professionalism 'Event Card' reporting system

Four professionalism objectives are addressed in the SPM syllabus from the institutional learning goals and objectives:

- 5.1 Demonstrate sensitivity, compassion, integrity and respect for all people.
- 5.3 Demonstrate accountability to patients and fellow members of the health care team.
- 5.6 Demonstrate honesty in all professional and academic interactions.
- 5.7 Meet professional and academic commitments and obligations.

When a student fails to meet any of the above listed learning goals and objectives within the context of the SPM curriculum, an event card (see Appendix) will be filled out by the observing faculty or staff member. This card will contain the student's name, the date of the incident, the reporter's name, the associated institutional learning goal(s) and objective(s) related to the incident, and a brief description of the issue (e.g. 'Student had an unexcused absence for today's anatomy session and therefore failed to meet his/her professional and academic commitments and obligations').

There are a number of situations when this may occur:

- 1) Worked Case Example sessions.
  - One unexcused absence or two unexcused tardies over the course of a unit will trigger the filing of an event card. Subsequent unexcused tardies or absences over the course of the semester will be met with similar incident reporting.
  - Blank event cards will be made available by the Course Coordinators to the Worked Case Example facilitators in the event of incidents warranting a professionalism report (good or bad).
- 2) Weekly asynchronous formative quizzes.
  - Failure to complete a weekly formative quiz within the allotted testing window (generally 12PM Wednesday to 12 PM Saturday of the corresponding curriculum week) will trigger the filing of an event card.

- 3) Cumulative end-of-unit examinations.
  - Failure to complete a cumulative end-of-unit examination (regardless of resulting grade) within the one week deadline (see “Important Dates” section) after the end of the corresponding unit will trigger the filing of an event card.
- 4) Unspecified SPM sessions: any faculty may submit an event card (good or bad) when a student fails to meet, or excels at, one or more professionalism institutional learning goals and objectives.

The approved process for reporting on professionalism is summarized as follows:

- 1) Faculty or staff submits event cards to the Course Coordinator.
- 2) Course Coordinator collects event cards, creates a list of students who received event cards, and sends the list to the Course Director and the Unit Associate Director.
- 3) Unit Associate Director enters the information contained in event cards into TTAS (Texas Tech Assessment System), an in-house database.
  - Information from the TTAS system will be recorded in each student’s e-portfolio. This will allow the generation of an electronic report at the end of the semester which will be sent to the Course Director and College Masters.
- 4) The following actions will be taken depending on a number of “bad” event cards filed against a student over the course of a semester:
  - a) First occurrence: Course Director sends an email to the student informing that an event card has been filed.
  - b) Second occurrence:
    - Course Director sends an email to the College Master requesting to meet with a student who received two or more event cards over the course of a semester.
    - College Master meets with the student to discuss early trend.
  - c) Third occurrence: College Master sends student to Associate Dean for Student Affairs (ADSA) to discuss.

Documentation:

- 1) At the end of the semester (or earlier when warranted), College Master will review all advisory sessions or professionalism comments and discuss negative trends with the student. This meeting will be documented.
- 2) At the end of year one, College Masters from the students’ college, ADSA, and Director of Academic Support will meet to discuss each student’s progress to date. This meeting will

include reviewing documentation of any advisory meetings between the College Masters and the student and/or any documentation of exemplary professionalism. A summary will be generated per student and posted on the student's e-portfolio with a plan for improvement or acknowledgement of progress, meeting expectations, etc.

- 3) At the end of year two, the same group will meet to review all narratives and the committee authors a paragraph for each student commenting on the student's professionalism to date. The statement will be forwarded to the student e-portfolio and will be used in its entirety in the pre-clerkship paragraph of the Medical Student Performance Evaluation (MSPE).

The student has a right to challenge the accuracy of information as stated in the policy on challenging student grades (please see Student Affairs Handbook).

#### Excused absences

If a student is unable to attend or be punctual for a required session, he or she may be granted an excused absence under the following circumstances:

- Documented illness
- Approved personal or family emergency
- Approved religious observance
- Approved professional commitment (see 'Classroom Policies' in the PLFSOM Student Handbook)

Excused absences are granted through the Office of Student Affairs (<http://www.ttuhschool.edu/fostersom/studentaffairs/absence.aspx>). Students wishing to obtain an excused absence must contact the Office of Student Affairs by submitting a request to [plfabsence@ttuhschool.edu](mailto:plfabsence@ttuhschool.edu) within **7 days**.

No credit will be given for any graded exercise missed without a valid excuse. If the absence is excused, Student Affairs will notify all appropriate faculty and staff within 72 hours of the event of the excused absence.

#### Narrative Evaluations and Feedback

During the course students will receive periodic written formative feedback on their cognitive and non-cognitive abilities and skills within small group settings (Worked Case Example sessions). An example of evaluation rubric used for Worked Case Example sessions are provided in the Appendix II. Narrative evaluations will become part of the student's e-Portfolio and may

be discussed on occasion with the Course Director, College Master and/or Associate Dean for Student Affairs. In the event that the rubrics undergo modification during the academic year, copies of the revised forms will be provided to students in advance of the associated activity.

#### Required Texts

Required textbooks are listed in the following table. Individual session readings will be announced at least ten days in advance of the session. The textbooks will be available through Vital Source:

ISBN	Publisher	Title	Author Name	Edition
9780323313384	Elsevier Health Sciences (US)	Developing Human: Clinically Oriented Embryology	Moore	10
978-0-323-07448-3	Elsevier Health Sciences (US)	Elsevier's Integrated Review Genetics	Adkison	2
9781455770052	Elsevier Health Sciences (US)	Guyton and Hall Textbook of Medical Physiology	Hall	13
9781455726134	Elsevier Health Sciences (US)	Robbins & Cotran Pathologic Basis of Disease	Kumar, Abbas, Aster	9
9781455748761	Elsevier Health Sciences (US)	Robbins and Cotran Atlas of Pathology	Klatt	3
978-0-7020-4747-3	Elsevier Health Sciences (US)	Wheater's Functional Histology: A Text and Colour Atlas	Young	6
9780323400152	Elsevier Limited (UK)	Basic Immunology: Functions and Disorders of the Immune System	Abbas	5
9780323371148	Elsevier Limited (UK)	Spanish and the Medical Interview: A Textbook for Clinically Relevant Medical Spanish	Pilar Ortega	2
9781469825106	Wolters Kluwer Health	Bates' Guide to Physical Examination and History-Taking	Bickley	11
9780071822732	McGraw-Hill Professional	Medical Epidemiology: Population Health and Effective Health Care	Greenberg	5
9781118758472	Wiley Global Education US	Biostatistics: A Foundation for Analysis in the Health Sciences	Daniel, Cross	1
978-1-4698-2917-3	Wolters Kluwer Health	Lippincott's Illustrated Reviews: Microbiology	Harvey	3
978-1-4698-0258-9	Wolters Kluwer Health	Marks' Basic Medical Biochemistry: A Clinical Approach	Lieberman	4



0-7817-3390-1	Wolters Kluwer Health	Stedman's Medical Dictionary	Stedman's Staff	28
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### Professionalism, Plagiarism and Copyright Policies

Professionalism is a core competency in Medicine. In SPM, as with all other courses in the Paul L. Foster School of Medicine, we expect students to adhere to the Standards of Professional Conduct and the Medical Student Honor Code as outlined in the PLFSOM Student Handbook and the TTUHSC El Paso Institutional Student Handbook (available on the Office of Student Affairs website under 'PLFSOM Student Handbooks'). In particular, students must not copy, recreate, post or share SPM exam questions (formative or summative). Students who have delayed testing or remediation must not discuss the content of SPM exams with their peers prior to testing. Students must not submit false claims of attendance for required SPM sessions or attempt to sign-in for another student. Students must not attempt to obtain an excused absence for a required activity or examination through misrepresentation. Students must adhere to published policies related to plagiarism and copyright protection. Depending on the nature of the problem and as determined by the course director, failure to act professionally may result in a grade of Fail for SPM regardless of the student's academic performance. A student who witnesses academic misconduct or other unprofessional behavior is obligated to report that violation or risk facing disciplinary action. Violations of professionalism could result in expulsion from PLFSOM.

## Appendix

Faculty Roster: SPM Year 1 Course Directors

### **Unit 1 – Introduction to Health and Disease (IHD):**

Dolgor Baatar, MD, PhD

Janet Piskurich, PhD

Mark Francis, MD

### **Unit 2 – Gastrointestinal System (GIS):**

Ellen Dudrey, MD

Thomas Gest, PhD

Curt Pfarr, PhD

Marc Zuckerman, MD

### **Unit 3 – Integumentary, Musculoskeletal and Nervous Systems (IMN):**

Ellen Dudrey, MD

Thomas Gest, PhD

Diana Pettit, PhD

Justin Wright, MD

### **Unit 4 – Hematologic System (HEM):**

Dolgor Baatar, MD, PhD

Niti Manglik, MD

Curt Pfarr, PhD

Javier Corral, MD

### **Unit 5 – Cardiovascular and Respiratory Systems (CVR):**

Herb Janssen, PhD

Niti Manglik, MD

Cynthia Perry, PhD

Gordon Woods, MD

### **Unit 6 – Renal System (RNL):**

Dr. Herb Janssen, PhD

Dr. Fernanda Payan-Schober, MD

## Cumulative Testing Blueprint

### SPM Cumulative Examinations (CE)\*

	SPM Year	SPM Year I						SPM Year 2				N of Items from each Unit
	SPM Units	IHD Unit	GIS Unit	IMN Unit	HEM Unit	CVR Unit	RNL Unit	CSS Unit	END Unit	REP Unit	MHD Unit	
	CE		CE1	CE2	CE3	CE4	CE5	CE6	CE7	CE8	CE 9	
SPM I Items	IHD items		25	25	25			25				100
	GIS items			25	25	25			25			100
	IMN items				25	25	25			25		100
SPM II Items	HEM items					25	25				25	75
	CVR items						25	25	25			75
	RNL items							25	25	25		75
SPM III Items	CSS Items								25	25	25	75
	END items									25	25	50
	REP items										25	25
SPM IV Items	MHD items										0	0
	N of Items in each CE		25	50	75	75	75	75	100	100	100	

\*Cumulative examinations will be administered starting from the end of the GIS Unit and will contain items from the previous Unit(s). Number of items that will be used in each CE is shown.

Event Card

<b>Student Name:</b>
<b>Faculty/Staff/Student Name:</b>
<b>Date:</b>
<b>Course (Circle One):</b> SPM   SCI   Medical Skills   Master's Colloquium   SARP   Other
<b>Description of Event:</b>
<b>Did this demonstrate exceptional professionalism? (Circle One)</b> Yes   No
<b>Did this demonstrate a lapse in professionalism? (Circle One)</b> Yes   No
<b>Suggestions for improvement?</b>