

Section 6: Academic Affairs

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● ● ● ● Curriculum for Tomorrow's Medicine

GRADING

Each academic program may determine its own standards for satisfactory progress and completion. Descriptions of detailed standards (including requirements for passing, remediation, and withdrawal) can be found in the program handbook issued annually by each academic program. The student is responsible for reading and understanding the guidelines for their specific curricular choices. Students are required to participate in course and program evaluations and are strongly encouraged to complete part 1 of the AAMC Graduate Questionnaire prior to graduation.

The College of Medicine uses the standard grading system of The Ohio State University. Medical school courses officially use a pass/fail system consisting of:

- S = Satisfactory
- U = Unsatisfactory
- P = Progress (issued when grading is required for University purposes, progress is satisfactory, but the curricular component has not been completed.)

In addition, for internal College purposes (not to be recorded on an official transcript), the Part 2 and 3 programs may use the following distinctions:

- Honors = Outstanding performance
- Letter of Commendation = Performance clearly above average

Distinctions will appear on the Medical Student Performance Evaluation (MSPE) sent to residency programs in the student's fourth year. (See **Section 11: Graduation, "Applying for Residencies."**)

MSPE Cluster Determination

In order to facilitate the letter generation, student match counseling, and meet the national guidelines for MSPEs, we use a cluster system in lieu of reporting individual student ranks.

We use adjectives for five groups which provide a reasonable estimate of a student's longitudinal performance in the MD curriculum. A template paragraph with explanation of the adjectives will be provided in the MSPE as well as a table indicating the various categories.

Category	Approximate Percentile
Outstanding	90-100
Excellent	70-89.99
Very Good	33-69.99
Good	10-32.99
Capable	<10

The MSPE cluster is calculated as follows:

1. Part 1 and Part 2 are equal. The cluster assignment is based on an average of the Part 1 and Part 2 gradebook scores.
2. Part 1. An average of all scorebook points is used. The scorebook in Part 1 is weighted according to the length of each block to include the points contributed for all competencies. Medical Knowledge contributes 75% of the score.

Part 1 Blocks	Weeks	Percent of Part 1 Portion of MSPE Calculation	Medical Knowledge	All other competencies
Foundations 1	5	9%	75%*	25%**
Foundations 2	4	9%		
Bone and Muscle	6	11%		
Cardiopulmonary	9	16%		
Endocrine and Reproduction	5	11%		
Neurological Disorders	7	14.5%		
GI and Renal	6	11%		
Host Defense	9	16%		
Community Health Education	N/A	2.5%	N/A	N/A

* Medical knowledge is based on grades from quizzes, team-based learnings, Longitudinal Group (LG) requirements, anatomy practical exams, midterms, and final exams.

** The other competencies include 10% from observed structured clinical examinations (OSCEs), 10% from LG and Longitudinal Preceptorship (LP) evaluations, and 5% from task completion.

3. Part 2. An average of all scorebook points is used. Each Ring is weighted equally to include the points earned from all competencies. Medical Knowledge makes up 40% of the score for each ring with the other competencies making up 60%. Distinctions such as Honors, Letters, etc. are *not* included in the calculation for the cluster assignment but are noted separately in the appropriate sections in the MSPE.

Part 2 Rings	Weeks	Percent of Part 2 Portion of MSPE Calculation	Medical Knowledge	All other competencies
UPRSN	16	33.33%	40%*	60%**
UPSMN				
UPWP				

* Medical Knowledge is broken down into 30% from NBME exam and 10% from quizzes, team-based learnings, and midterms.

** The other competencies include 40-45% from clinical performance assessments, 10% from OSCEs, 5% from clinical practical exams, and 0-5% from direct observations.

4. The cluster assignment will be calculated using the applicable average Part 1 or Part 2 z score.
5. For students who take a leave of absence of at least a year for any reason, the MSPE cluster will be calculated using a standardized Part 1 or Part 2 score based on the cohort with whom a student completed the program. The cluster assignment will be calculated using the

- applicable average Part 1 or Part 2 z score.
6. The point assignments are reviewed annually by the Vice Dean of Education, the Associate Dean of Medical Education, and the Associate Dean of Student Life who make the decisions on the appropriate placement of the cluster limits.

Academic Standing

The College of Medicine does not report individual student ranks. At times, the determination of academic standing is needed [ex. eligibility for some scholarships, University Honors at graduation, etc.]. The method of calculating academic standing is the same method that is utilized to determine the score for the cluster assignments noted above.

1. Academic standing at the end of Part 1 includes an average of all scorebook points for Part 1.
2. Academic standing at the end of Part 2 includes an average of all scorebook points for Parts 1 and 2 (Parts 1 and 2 are equal).
3. Academic standing at the end of Part 3 includes an average of all scorebook points for Parts 1, 2, and 3 (Parts 1, 2, and 3 are equal).

Some College of Medicine programs utilize academic standing at the end of an individual year, using contributions from the applicable score book as noted above. Eligibility for Top 25% scholarships is based on the academic standing **within the cohort that completes the applicable year in the Academic program only.**

SIX YEAR RULE

Regular progress through the curricular components is required of all students. Each student must successfully complete the entire curriculum within six years of their starting date. Successful passage of USMLE Steps 1 and 2 are graduation requirements and, as such, are considered part of the curriculum. Leaves of absence for any reason are included and count towards the maximum time of six years *unless the leave is taken within the first 11 weeks of the first attempt at Med 1.*

Students obtaining a dual degree (PhD, MPH, MHA, MBA, or JD) or those involved in approved academic pursuits such as research fellowships or other formally recognized programs are granted a renewable waiver from the six year rule for completion of requirements for the MD degree based on successful progress in the alternative program. This waiver is contingent upon the academic pursuit being the primary purpose of the leave as determined by the Associate Dean for Student Life or their designee.

When it is clear at any point in the course of studies that a student cannot complete the entire curriculum within the specified six years, they will be subject to dismissal from the College of Medicine. Student review and dismissal procedures will be followed in accordance with the College of Medicine's Academic Review policy detailed in the Medical Student Handbook. (*Approved ECC, 2-2-10*)

ATTENDANCE

The OSU College of Medicine promotes a professional environment in which students can fulfill their educational and patient care responsibilities while still attending to personal needs. Medical students are expected to attend all scheduled academic activities and students are encouraged to use unscheduled time for personal needs. An unapproved absence from clinical

activities or examinations may result in failure of the course or one of the course components.

Attendance and Excusal to Access Health Services

It is acknowledged that students do need to attend to healthcare needs and that some medical, dental, and other personal issues cannot be resolved except during regular business hours. For absences that cannot be resolved except during regular business hours, students may request time off from class or rotation responsibilities within the days allotted. Prior notification and communication with the academic program staff are required. **More specific policies regarding attendance and notification of program staff including expectations for makeup activities are listed in the specific academic program handbook.**

Attendance and Weather Emergencies

Attendance policies are outlined in detail in the handbook for each academic program. A general policy for all programs is that classes and clinical rotations are cancelled when the OSU Columbus campus is closed.

In the event of severe weather in which the University closes, students should stay home and not report to classes, preceptorships, or clerkship assignments unless otherwise instructed by the program/clerkship director (see below). In the event of a disaster, natural or otherwise, any students **on campus** should assemble in the basement of Meiling Hall. If the basement of Meiling Hall is not available, details about meeting and instructions regarding classes, assignments and any responses to the disaster will be communicated by email, Twitter, and Instagram.

In addition, students often have questions about whether to attend classes and rotations when the OSU Columbus campus remains open but a **snow emergency** is declared. The first guideline is that student safety is an important priority, and students must always use their best judgment about personal safety when travel conditions are compromised by poor weather.

Snow Emergency Guidelines:

Level 1 Snow Emergency: Students should plan to attend class/clinical rotations.

Level 2 Snow Emergency: Classes and clinical rotations will be held as scheduled. A student should use their best judgment about personal safety to get to class or their rotation and notify the appropriate course or rotation office if they are unable to get to class safely.

Level 3 Snow Emergency: All roadways are closed to non-emergency personnel. No one else should be out during these conditions unless it is absolutely necessary to travel. Students should not come to class or clinical rotations when a Level 3 Snow Emergency is declared since they are non-emergency personnel.

TRANSPORTATION

Throughout LSI, students may need to access off campus resources. In Part 1, several Longitudinal Practice sites are off campus and require transportation. Similarly in Part 2, students may be assigned to a clinic that is not on the OSU campus. **As such, it is the student's responsibility to provide their own transportation during all four years of the LSI curriculum.** Students who are unable to drive or who do not have a driver's license may need to arrange alternate transportation accommodations to meet curricular requirements.

GUIDELINES FOR CHILDREN IN THE CLASSROOM

The Ohio State University College of Medicine strives to be a family-friendly environment and recognizes the importance that families fulfill in the lives of our students. All members of the College are encouraged to remain sensitive to the needs of working parents while balancing the needs of all parties impacted by the presence of children or other dependents on the campus or in the classroom. Out of consideration for students' expectations of a learning environment focused on the learning and practice of medicine, the classroom is typically not an appropriate place for minor children to be present. Therefore, as a general rule students should not bring their children into the classroom while class is in session. Limited exceptions may be considered in the case of an emergency or other exigent circumstance, if the student has received permission from the College. Such arrangements are only to be temporary in nature, and the parent student must supervise the child(ren) at all times and should not leave such child(ren) in the custody of another University employee or student, even for brief periods of time. A child's illness that requires a student to miss a required activity will be handled as per the excused absence policy outlined in the specific academic program handbook.

RELIGIOUS OBSERVATION POLICY

The OSU College of Medicine policy on religious observations holds that every reasonable effort should be made to help students avoid negative academic consequences when religious obligations conflict with academic course requirements. Any student who is unable due to their religious beliefs to attend classes or participate in any academic requirement such as assignments, quizzes, or examinations shall be provided with an opportunity to make up the assignment or examination or be given a reasonable alternative opportunity to complete their academic requirements without penalty unless it can be demonstrated that such an accommodation would fundamentally change the essential nature of the element of the curriculum, interfere with the delivery of the course, or create an unreasonable burden upon the program. Students who anticipate absences from scheduled, required educational activities must notify the course or clerkship director at least four weeks in advance of the anticipated conflict to request accommodations to the extent possible.

Although the College of Medicine makes every effort to accommodate participation in religious holidays and other religious observations, medical students and trainees should recognize that the requirements of patient care and required clinical education are significantly different from standard classroom education. If a course or clerkship director or coordinator reports that accommodations for a religious observation cannot be reasonably made in relation to curricular requirements and that this would result in negative academic consequences for the student, the student should contact the Associate Dean for Student Life, the Associate Dean for Medical Education (or designee), or the Vice Dean for Education for further consideration.

COM academic faculty and staff are referred to the Interfaith Calendar Website as a resource of religious holidays: <http://www.interfaith-calendar.org/>.

PERSONAL LAPTOP MINIMUM REQUIREMENTS

All medical students are required to have their own personal laptop. First year students

must obtain their laptop prior to orientation.

The OSU College of Medicine is committed to preparing our students for the medical, technological, social, and business challenges of the world they will be entering. Two core competencies of the practice of medicine are patient care and practice-based learning and improvement. As such, medical students and physicians must use information technology to support patient care decisions and patient education, and use information technology to manage information, access online medical information, and support their own education. As such, Ohio State medical students must possess and be able to use computer and mobile technology.

The OSU Wexner Medical Center uses a standard platform of Windows and Windows-compatible software and hardware. Many programs and shared files are also compatible with Mac systems though support for these is limited.

**** Students will need internet access from off campus. Minimum WiFi speed of 3 MB/s is required, 7 MB/s is recommended for Zoom classes, streaming lectures, etc.**

The required minimum laptop requirements for any student entering the College of Medicine are listed below. Additional charges or software fees may apply. Listed here are minimum specifications for PC and Macintosh laptops. Please see below for important software and hardware exclusions and exceptions.

PC:

- Hard Drive-80 GB Hard Drive*; 10% free space
- Operating System- 32-bit and 64-bit U.S./English versions of Windows 10; Touchscreens will be disabled by testing software, except on Microsoft Surface Pro; Check this page before updating operating system. Windows 10 “S Mode” is not compatible with testing software. **Alternate versions of Windows 10 (RT and 10 S), are NOT supported at this time.**
- Internet Connection-IEEE 802.11n Wireless Card
- Security-Current anti-virus/anti-malware; Microsoft Security Essentials is free and the only supported antivirus; Avira, Kaspersky not permitted**
- Internet Browser-Internet Explorer 11; Google Chrome
- Microsoft Office-Microsoft Office 2016 or newer; Microsoft Office 365 is free for students (and includes Office 2016)
- Screen Resolution-Screen resolution of 1920 x 1080
- Webcam and microphone required. These will be utilized by Exam ID and Exam Monitor within Examsoft if remote proctoring is needed. These will also be used with the NBME testing platform if remote proctoring is needed during Parts 2 and 3 of LSI. Some Windows devices utilize a technology called “Intel Smart Sound Technology Microphone Array”, which is not supported by ExamID and ExamMonitor. This technology is most commonly found in Lenovo devices.

Mac:

- Hard Drive-80 GB Hard Drive*; 10% free space
- Operating System-macOS Big Sur 11.0
- Internet Connection-Wireless Internet Connection
- Security-Current anti-virus/anti-malware; Sophos Home Antivirus is free and the only supported antivirus; Kaspersky not permitted**
- Internet Browser-Safari 3.2.1 (don't use beta versions); Google Chrome

- Microsoft Office-Microsoft Office 2016 or newer; Microsoft Office 365 is FREE! (and includes Office 2016)
- Screen Resolution-Screen resolution of 1920 x 1080
- Webcam and microphone required. These will be utilized by Exam ID and Exam Monitor within Examsoft if remote proctoring is needed. These will also be used with the NBME testing platform if remote proctoring is needed during Parts 2 and 3 of LSI.

*Students should always have either an external hard drive or some other method for backing up their data. Data should be backed up at all times

**Microsoft Surface RT, virtual computers (VM), and non-listed operating systems including Windows XP, Vista, and Windows 7 will not be permitted. PC Avira, PC Kaspersky, and Mac Kaspersky will not be permitted.

***iPads will be used throughout the curriculum, but do not fulfill the laptop requirement. All students MUST have a laptop that meets the requirements listed above.

****Certain devices including but not limited to Google Glass, wrist-watches, and fitness tracking bands will not be permitted in exam rooms.

It may be possible to cover the cost of a damaged or stolen laptop with insurance. Students should check to see if their laptop is covered by a parent's insurance for possessions if applicable. If not, they may want to consider purchasing insurance as some policy plans include coverage for laptops for only a few dollars a month. Please make sure to inquire specifically about coverage of the laptop when purchasing the policy..

Laptop Purchasing Options

Laptops may be purchased from the vendor of the student's choosing. Students may want to consider the Tech Hub store in the Tuttle Garage building on campus. Dell also provides discounts to OSU students via Dell.com/OSU.

Student cost of attendance **DOES NOT** include a budget item for the cost of a laptop. If a student chooses to purchase a computer for medical school, their cost of attendance may be increased by a maximum of \$1000 or the cost of the computer (whichever is less). This will allow the student to take out additional loan funding to help pay the cost of the computer. Please contact the Student Financial Services office at medfinaid@osumc.edu and request a Computer Appeal form. For the appeal to be approved and for the student to obtain the loan funding, they will need to submit a receipt showing that they (not a family member) purchased the computer and that the computer was purchased not more than 5 months before the start of school.

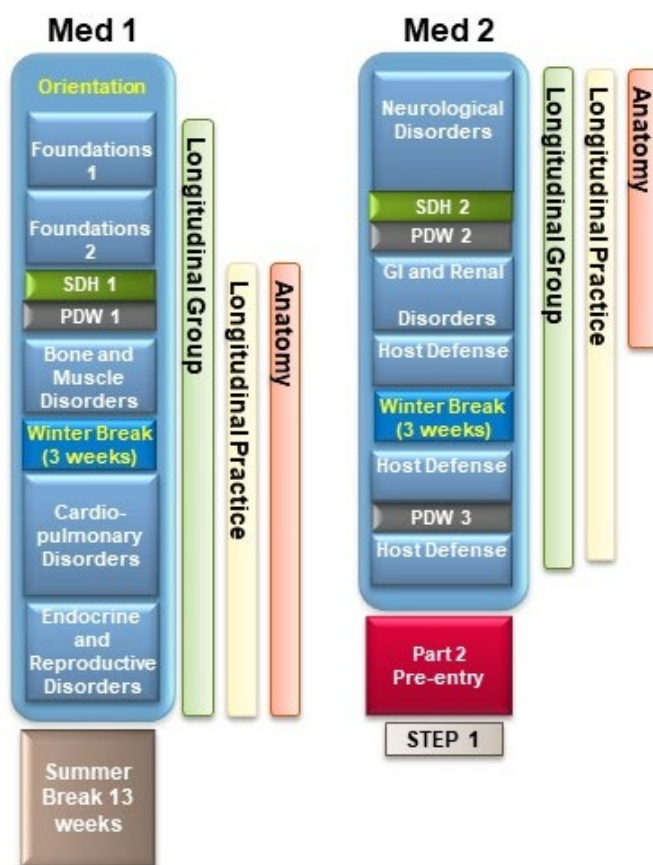
Additional Information:

<https://medicine.osu.edu/student-resources/tech-support>

Doctor of Medicine

The doctor of medicine requires 202 professional credit hours typically delivered over 10 semesters in the Lead.Serve.Inspire curriculum.

Part 1			
		M1 Autumn	M1 Spring
		MEDCOLL 7600 Intro to Med 0 hours & Clinical Foundations 1 20 hours	MEDCOLL 7762 Clinical Foundations 1 22 hours
		M2 Autumn	M2 Spring
		MEDCOLL 7763 Clinical Foundations 2 20 hours	MEDCOLL 7763 Clinical Foundations 2 20 hours
Part 2			
	M3 Summer	M3 Autumn	M3 Spring
	MEDCOLL 8764 Clinical Applications 20 hours	MEDCOLL 8764 Clinical Applications 20 hours	MEDCOLL 8764 Clinical Applications 20 hours
Part 3			
	M4 Summer	M4 Autumn	M4 Spring
	MEDCOLL 8864 Advanced Clinical Management 20 hours	MEDCOLL 8864 Advanced Clinical Management 20 hours	MEDCOLL 8864 Advanced Clinical Management 20 hours



PART 1 – CLINICAL FOUNDATIONS

Part 1 – Leadership

Christopher Pierson MD, PhD, Co-Program Director
Melissa Quinn, PhD, Interim Co- Program Director

Part 1 – Foundational Sciences

Casey Leitwein, Program Manager
Christin Thatcher, Program Coordinator, Year 1
Nikki Ofat, Program Coordinator, Year 2

Part 1 of the LSI Curriculum is entitled Clinical Foundations and covers the basic foundational sciences and clinical skills necessary for entrance into Part 2: Clinical Applications curriculum, including passage of USMLE Step 1. Part 1 of the curriculum is divided into eight blocks covering the major foundational sciences topics and their clinical correlates, while practicing and building on clinical and communication skills.

Longitudinal Group

Michael Alexander MD, Program Director

Mary Ann Abrams MD, Associate Director
Tammy Shields, Program Coordinator
Melissa Howe, Program Assistant

Students will participate in weekly Longitudinal Group (LG) sessions one half-day per week. Groups will consist of approximately twelve students working with one or two facilitators across Part 1. Topics for these sessions include interpersonal communication, physical examination, behavioral/and social sciences, and clinical reasoning.

Longitudinal Practice

Dara Albert MD, Program Director
Susie Friedman MD, Associate Director
Diana Bahner, Program Manager
Melissa Howe, Program Assistant

In early October, students will be placed at a clinical site and participate in **Longitudinal Practice (LP)** sessions one half-day every other week across Part 1. To help prepare students for this experience, students will receive basic training in medical interviewing, physical examination, and basic procedures during the Foundations 1 block. This will allow students to function as productive members of the patient-care team. LP provides students the opportunity to practice skills learned in LG in the clinical setting and allows students to appreciate the clinical context of material they are learning in Part 1.

Other Part 1 Curricular Components

Other curricular components of Part 1 include the personal and professional coaching, longitudinal projects, BuckIPE curriculum, and Professional Development Weeks.

Part 1 – Evaluation and Assessment

Starting with the class entering 2017, Part 1 will be graded as pass/fail only. Distinctions will not be awarded. Further details about grading for Part 1 can be found in the Part 1 handbook.

For students who entered Part 1 prior to 2017, the overall Part 1 and individual Part 1 block grades will appear on the Medical Student Performance Evaluation (MSPE) sent to residency programs in the student's fourth year. Part 1 grades are assigned for 1) each block and 2) Part 1 as a whole. The Community Health Education project is assigned a separate grade. Cumulative performance across all blocks will be used to determine the overall grade for Part 1. Failure to meet any competency during a block disqualifies a student from receiving a distinction (Honors/Letter of Commendation) for that block only. Failing to meet any competency twice or failing to meet three competencies (or more) across all of Part 1 will disqualify a student from Honors/Letters of Commendation for the program.

Computer Accessed Patient Information Order Entry Training

The OSU Wexner Medical Center uses an electronic medical record. The inpatient portion of this system requires special training. Training on the use of the electronic medical record is mandatory for all medical students prior to the start of third-year clerkship rings. Scheduling for these sessions is coordinated in the Office of Medical Education.

Other requirements for beginning Part 1 and Part 2 include meeting Human Resources requirements for the Medical Center. Students entering Part 1 are required to be up to date on immunization requirements, must complete a background check, and must pass a urine toxicology screen.

Students entering Part 2 must repeat the requirements for Part 1 as well as complete all required computer-based learning modules (CBLs), be certified for Advanced Cardiac Life Support (ACLS), get a new ID, and undergo N95 mask fit testing before beginning Part 2 rotations.

USMLE STEP 1

<http://www.usmle.org>

A physician must pass Steps 1, 2, and 3 of the USMLE to become licensed to practice medicine in the United States. Step 1, which focuses on foundational sciences, is taken at the end of LSI Part 1. Step 2 CK, which represents an intern readiness assessment, is usually taken at the beginning of Part 3. Step 3, which assesses the ability to practice independently, is usually taken following the first year of (residency) postgraduate training. In addition, the State Medical Board of Ohio requires that all three steps be taken within a single ten-year period. Students should note that each state has its own requirements regarding timelines and number of attempts allowed for each USMLE Step examination (see http://www.fsmb.org/policy/public-resources/state_specific).

The College of Medicine intends to have all its graduates achieve licensure for the practice of medicine. Consequently, requirements for promotion and graduation include taking Step 1 *before* beginning LSI Part 2 as outlined below and passing Step 2 CK in order to certify for the match and graduate. Step 1 and Step 2 scores must be released to the College. Entry into Part 2 is also contingent upon successful completion of all other requirements of the Part 1 curriculum.

Application packets for the USMLE are available only from the USMLE website at <http://www.usmle.org>.

Student Requirements for USMLE Step 1

All current Part 1 Med 2 students must take USMLE Step 1 no later than the Saturday immediately prior to the start of Part 2 and following successful completion of their Part 1 academic program.

Readiness for an on-time start to LSI Part 2:

- Current Med 2 students will be granted a conditional entry into LSI Part 2 (allowed to begin while awaiting receipt of a passing score on USMLE Step 1), if they have:
 - Posted a predicted passing score on an OSUCOM sponsored Comprehensive Basic Science Self-Assessment (CBSSA) [NBME practice exam], AND
 - Taken USMLE Step 1 no later than the Saturday before the start of Ring 1.
- All Med 2 students will be required to take the CBSSA on a date that will be pre-determined by the Associate Deans Office, using a voucher provided by the COM.
- Students who do not post a score that is predictive of passing Step 1 on the first OSUCOM sponsored CBSSA will be required to take a second OSUCOM sponsored CBSSA on a date that will also be pre-determined by the Associate Deans Office.
- Students who are unable to post a predictive passing score on either of the two OSUCOM sponsored CBSSAs, will NOT be allowed to enter Ring 1 of Part 2 on-time, but could remain eligible for a delayed start to Part 2 (see below).

Delayed entry into Part 2

A student who does not post a score predictive of passing Step 1 on one of the two OSUCOM sponsored CBSSAs has the following options:

1. Ring 1 start at the beginning of week 4 via the **gateway date** OR
2. Ring 2 start OR

3. Postponing until Ring 1 of the following year

Ring 1 start at gateway date

Students who do not post a score predictive of passing Step 1 on either of the OSUCOM sponsored CBSSA practice exams, could be eligible for a delayed start to Ring 1 of Part 2. They must use the Ring 1 gateway

date, which will be the start of the third clinical week (week 4 of Ring 1) AND must meet all the following requirements:

- The student must be scheduled on either the Understanding Patients within Populations (UPWP) or the Understanding Patients with Reproductive and Surgical Needs (UPRSN) Rings.
- The student must participate in all Ring 1 Ground School activities.
- The student may only miss the first two clinical weeks (one rotation) of UPWP or UPRSN as previously approved by the Part 2 leadership and the Executive Curriculum Committee. This includes exemption (WITHOUT requirement to be made up later) from the clinical rotation, educational sessions, and assessments.
- The student must take USMLE Step 1 by no later than the Saturday before the Ring 1 gateway date for delayed start to Ring 1 of Part 2.

Students who meet all the above requirements will be eligible for a delayed conditional start to Ring 1 of Part 2 while the Step 1 score is pending.

Delayed Start into Part 2 Ring 1—Students who have shown readiness to enter Part 2 by posting a predictive passing score on an OSUCOM administered CBSSA but have significant medical or other extenuating personal circumstances may petition the Associate Dean for Student Life or Medical Education **for consideration of use of the Ring 1 gateway date.** Requests must be made in writing and accompanied by documentation of the need for the late start. Approval of the request for the delayed start may require discussion of the student’s performance with the faculty and staff who have had contact with the student.

- Students who are granted entry at the Ring 1 gateway date will be required to take Step 1 no later than the Saturday before the fourth week of Ring 1. In addition, students will only be permitted to enter at the gateway if they participate in the Ring 1 Ground school activities. Matriculation into Part 2 is considered conditional while a score is pending.
- The Associate Dean for Student Life or Medical Education may request review by the USMLE Review Committee on a case-by-case basis
- No unapproved late starts will be permitted.

Delayed Start into Part 2 Ring 2— Students who have not shown readiness to enter Ring 1 of Part 2 (either on-time or at the gateway date), may request consideration for a Ring 2 start from the USMLE Review Committee.

- Requests must be made in writing to the Associate Dean for Student Life or Medical Education **and a meeting with the USMLE Review committee will be required.**
- Students with military obligations or curriculum completion deadlines may be permitted to begin with Ring 2.
- Students who are granted entry with the start of Ring 2 start will be required to post a passing score on Step 1 no later than the Wednesday immediately prior to the start of Ring 2.
 - The USMLE Review Committee will provide guidelines by which Step 1 should be taken to meet this requirement. It is the sole responsibility of the student to ensure that they take the

Step 1 exam with enough time for the score to be reported by the aforementioned deadline. Information on USMLE Step 1 exam score reporting timelines is available in the USMLE website (<http://www.usmle.org>).

A start to Ring 2 of Part 2 will **NOT** be allowed without a documented passing Step 1 score. **Students who do not post a passing USMLE Step 1 score by the Ring 1 gateway entry date will be unable to graduate with their class and will be reassigned to the next cohort.**

Postponing until Ring 1 of the following year

If a student does not have a passing USMLE Step 1 score by the Wednesday before the start of Ring 2, they will need to enter Part 2 at Ring 1 in the next academic year.

Students who wish to have extended time to prepare for Step 1 and delay entry into Part 2 are **required to meet with the USMLE Review committee.**

Exceptions and clarifications to the above deadline:

- **MSTP students** follow an accelerated Part 1 Program, and must take Step 1 by February 3, 2024. Students should refer to the MSTP student handbook for program specific policies.
- **PCT students** follow an accelerated Part 1 Program and must take Step 1 by the deadline listed in the PCT student handbook. Students should refer to the PCT student handbook for program specific policies.
- **Leave of Absence**—Students finishing Part 1 and then participating in joint degree programs (MPH, MHA, MBA, PhD, and JD) or taking a leave of absence for other reasons must take Step 1 no later than July 20, immediately following completion of Part 1. Students who delay Step 1 beyond July 20 will be required to meet with the USMLE Review Committee.

All students must post a passing score on USMLE Step 1 by March 31 of the year after completion of the LSI Part 1 Academic Program.

Delay beyond the applicable deadline and/or delayed entry into Part 2 (with the exception of the gateway entry into Ring 1) will result in notation of an adverse event in the Medical Student Performance Evaluation. Failure to post a passing score may result in removal from the curriculum and a recommendation for dismissal from the College of Medicine for failure to progress toward graduation and licensure requirements.

Students with a failing score

A student who receives a failing score prior to the start of Part 2 will not be permitted to start the clerkship unless they retake the examination and post a passing score prior to the start of the first ring. A student who receives a failing score after starting Part 2 will be removed from the rotation within 24 hours of the College's receipt of the score, and no credit will be granted for time spent on that ring. Students will be referred to the USMLE Review Committee, who will determine the curricular requirements and retake deadlines for Step 1. In general, students may petition the USMLE Review Committee to reenter Part 2 with Ring 2. In this instance, a passing score must be posted on Step 1 no later than the Wednesday immediately prior to the start of Ring 2.

Students who must retake the USMLE Step 1 to reenter the curriculum at the start of the second ring

will be unable to graduate with their class and will be reassigned to the next cohort. The student may choose to take a longer period to prepare for a second administration of Step 1. Failure to post a passing Step 1 score by the start of the second ring will result in the student's placement on LOA until the next start of Part 2. The student record will be marked "LOA for academic purposes," the discontinuity will be noted in the Medical Student Performance Evaluation, and the student will be referred to the USMLE Review Committee.

Students who receive a second failing score: Second failing scores are handled by the USMLE Review Committee, and usually result in placement on LOA for academic purposes with documentation of this in the student's Medical Student Performance Evaluation.

All students must receive a passing score on Step 1 by March 31 of the year after their completion of the Part 1 curriculum. Failure to post a passing score by this deadline may result in removal from the curriculum and a recommendation for dismissal from the College of Medicine for failure to progress toward graduation and licensure requirements.

Students with Step 1 Issues After an Approved Late Start

A student with an approved late start who fails to take the exam by the established deadline or who receives a failing score on the first administration of Step 1 will be removed from the ring, referred to the USMLE Review Committee, placed on "LOA for academic purposes," and the discontinuity will be noted in the Medical Student Performance Evaluation. The student will not be permitted to return to Part 2 until the next year. A student on LOA is not eligible for financial aid and may only receive one off-semester of student health insurance.

Step 1 Examination Attempt Limit

Students are given a maximum of **three attempts to pass** Step 1 and must post a passing score by **March 31 of the year after completion of the LSI Part 1 Academic Program, regardless of the number of examination attempts.**

LSI PARTS TWO and THREE

Part 2 – Leadership

Kimberly Tartaglia MD, Program Director
Rakhi Basuray MD, Associate Program Director
Terrence Brown, Program Manager

Part 3 – Leadership

Nicholas Kman MD, Program Director
Daniel Cohen MD, Associate Program Director
Laura Volk, Program Manager

Pre-entry Requirements for Part 2

In order to be eligible to progress into Part 2 of the curriculum, the student must:

1. Achieve a satisfactory rating for Part 1 of the curriculum with remediation of all non-met competencies
2. Post a passing score on a College of Medicine sponsored NBME practice examination by April 19, 2024

3. Take USMLE Step 1 (conditional entry) with full entry granted after a passing score is received
4. Fulfill all immunization requirements and documentation.
5. Complete the training and be certified in ACLS
6. Complete training in the OSU electronic medical record
7. Renew HIPAA certification
8. Complete background check(s)
9. Complete infection control
10. Complete and receive satisfactory scores on all required computer-based learning (CBL) modules for the hospital
11. Be fitted for an N95 mask

Curricular Requirements

All students are required to complete 48 weeks of clinical rotation in the three rings in the Part 2 curriculum and 8 months of rotations in the Part 3 curriculum. The Part 2 Academic Program Handbook is available from the Office of Medical Education (1080 Graves) and in VITALS, and specific components will be provided by the individual rings/clerkships.

LCME guidelines mandate that all required clinical clerkships must be completed under the supervision of the faculty of the College of Medicine. Therefore, students must complete required rotations at The Ohio State University Hospitals and its affiliates.

The College of Medicine will certify that a student not only has completed the technical requirements for Part 2 and 3 (e.g., the individual required rings, rotations, and electives) but also is qualified to continue studies in an internship or residency. Factors to be evaluated include: student's professionalism, attitude toward patient care, motivation, attendance, clinical problem-solving ability, adequacy of clinical medicine knowledge base, evidence of increasing clinical competence over time, and general suitability to be a physician.

Successful completion of Parts 2 and 3 will be judged by a student's overall performance in the curriculum. Specifically, successful completion of the individual curricular units/components may not constitute passing of the overall Part 2 or 3 programs. For example, several borderline satisfactory grades in individual clerkships may be judged, on an overall basis, to be an unsatisfactory performance in Part 2 or Part 3.

Away Electives

Medical students in Part 3 are allowed to take three elective rotations "away" from the Ohio State University Hospitals and its affiliates, assuming no remediation requirements. Students who are on "brown" academic status are only permitted to do an away rotation with the express, written permission of the Part 3 Academic Program Director. Away electives must be initiated by the student requesting this privilege and required information gathered by the student. No away elective may be taken for credit in the month of April due to the inability to receive evaluations in time to provide credit for graduation in May. In addition, permission to do an away rotation is contingent upon approval from a state authorization and state licensing agency perspective. Approvals are overseen by the Office of Medical Education, the Associate Dean for Medical Education, and the Office of Distance Education and E-learning (ODEE). The one-month-long electives are permitted only after:

- The student and Part 3 office have received notice that the student has been accepted into the program
- It is verified that evaluations for this rotation will be prepared by either an MD or PhD (required

- if the student is to receive credit for this month)
- The OSU Department that most closely aligns to the away elective has given approval and a signed Medical Away Elective Request form has been returned to the Part 3 office at least 30 days in advance of the elective
 - Goals, objectives, major responsibilities, and learning activities have been stated in written form and returned to the Part 3 office
 - Complete contact information is on record for the elective (where, when, who)
 - The student has obtained any information required by the participating site (e.g., documentation of health and liability insurance, current immunization status, current background check, a letter of good standing from the Associate Dean for Student Life)

Global Health Electives

The Office of Global Health Education offers a “Global Health Elective” to fourth-year medical students. The course is individually tailored for each student, and students receive funding and credit for the elective. As with the away electives above, students who are on “brown” academic status may only participate in the Global Health Elective with the express, written consent of the Academic Program Director.

The COVID-19 pandemic continues to impact international travel and educational opportunities. Travelers should consult information from the Centers for Disease Control and Prevention and the U.S Department of State to determine the status prior to travel. The Office of Global Health Education will monitor governmental and university restrictions and guidelines related to health and safety and communicate any updates about programming to the COM faculty and staff.

For a complete list of criteria and requirements, as well as an application, please visit: <http://medicine.osu.edu/orgs/globalhealth/Pages/index.aspx>. The program coordinator is Kevin Douglas (Kevin.Douglas@osumc.edu), who can be reached at 614-247-8968.

Advanced Competency Electives

Part 3 requires four weeks of an Advanced Competency (AC) experience and twelve weeks of other electives. Students are encouraged to seek multiple AC experiences during the LSI curriculum and several longitudinal experiences are available that may be used as the Part 3 AC elective. However, only four weeks of these longitudinal AC experiences may be used to fulfill the Part 3 requirement. The other Part 3 electives must be completed during the Part 3 year. Any experience that is desired to be used for AC must receive prior approval from the Part 3 Academic Program Committee. Approval and will not be granted retroactively.

Doctor of Medicine

The doctor of medicine requires **202 professional credit hours** typically delivered over **10 semesters** in the Lead.Serve.Inspire curriculum.

LIABILITY COVERAGE

Students in the College of Medicine are covered by the University Hospitals self-insurance program in amounts of at least \$1 million per occurrence and \$3 million annual aggregate for acts or omissions performed in the scope of their assigned academic course work at OSU Hospitals and

Clinics and all OSU owned or operated facilities. Acts or omissions that are intentional or are so careless to be wanton or reckless are not covered.

Enrolled medical students are covered while participating in any required or elective course work at OSU hospitals, affiliates, or institutions within the state of Ohio approved by the Associate Dean for Medical Education. They are covered for electives approved by the Associate Dean for Medical Education and outside the state of Ohio through The Ohio State University Self Insurance Program (USIP). Proof of coverage is obtained through the Offices of Medical Education and Student Life (155 Meiling). Students are not covered for electives outside of the United States. Check with the Office of Global Health Education at 614-247-8968 for more information.

In no case will Ohio State provide coverage for nonacademic activities. This includes non-approved volunteer services to non-OSU owned or sponsored groups. No coverage is provided where medical students are performing work for hire, that is, receiving compensation as salary or other benefits.

Non-OSU medical students, including visiting or foreign medical students, are not covered on the same terms as College students for service at OSU Hospitals and Clinics. *Note: Approval by the College and clinical department as well as reporting to the Medical Director of OSU Hospitals must be completed first. All visiting students must provide proof of insurance coverage comparable to OSU coverage prior to beginning any clinical activity.*

USMLE STEP 2

Student Requirements for USMLE STEP 2

CLINICAL KNOWLEDGE (CK)

<http://www.usmle.org>

Most residency programs require passing scores on USMLE Step 2 CK prior to student ranking in the National Residency Match Program (February). In addition, since OSUCOM requires passing scores to be eligible to graduate from the College of Medicine with an MD degree, a passing score must be posted in order to certify a student to participate in the National Residency Match Program (February) and to certify a student for graduation (March). The deadline requirements are based on the anticipated graduation and residency program match dates.

All students must take USMLE Step 2 CK by November 30, 2023 or whichever year most closely follows completion of Part 2 clerkships.

Students must seek written permission from the Associate Dean for Student Life or designee prior to the deadlines posted, if they wish to be granted an exception to the deadlines due to special circumstances, such as a delay in completion of Part 2 clerkships or early match.

All students must post a passing score on USMLE Step 2 CK by the date of NRMP certification (usually mid- to late-February).

Students who fail to take the exams by the deadlines or who fail to post a passing score will be referred to the USMLE Review Committee for review. Students with a failing Step 2 CK score who have not retaken the exam(s) by December 31 will be removed from the following residency match. Students who have not posted a passing score on Step 2 CK by certification date are at risk to be

removed from the residency match. If a passing score is not posted by April 1, the student will not be certified for the spring semester graduation roster.

The National Board of Medical Examiners only allows three attempts on any Step exam in any twelve-month period. The College has set a limit on the number of attempts to a maximum of three.

ACADEMIC SUPPORT SERVICES

As a future physician, it is the medical student's responsibility to develop skills in lifelong learning and ultimately to be responsible for meeting the academic standards of The Ohio State University College of Medicine. The volume of material presented in medical school can sometimes seem overwhelming. Students who have never before had difficulty in organizing work, completing assignments, or understanding the material may find they need help. Students should know about the wide variety of academic support services available to help academic performance.

Academic Assistance Programs

All academic programs provide academic assistance to students experiencing difficulties. The type of assistance varies depending on the content, student needs, and resources available.

For a study skills assessment which can include skills coaching, time management, and tips for note-taking and test-taking, contact:

Anne Hinze, MA, MS
Learning Specialist
OSUCOM
138B Meiling Hall
Phone: 614-293-9158 Email: Anne.Hinze@osumc.edu

Kim Doran, MS
Learning Specialist
OSUCOM
138B Meiling Hall
Phone: 614-685-3006 Email: Kim.Doran@osumc.edu

Students may also contact:

Dennis Learning Center
250D Younkin Success Center
1640 Neil Avenue
614-688-4011

For tutoring assistance that is subject-related, contact one of the Learning Specialists, **Anne Hinze** or **Kim Doran**, or Dr. Alex Grieco, Associate Dean for Student Life, in 155 Meiling Hall (614-685-3059). Once contacted, the student will be assigned to the appropriate peer and/or faculty member for tutoring assistance.

For assistance in exploring unidentified learning issues or personal issues affecting studying, learning and exam performance, the onsite embedded mental health counselor is available at:

Lora Eberhard, MS, PCC, LCDCIII
Personal Counselor, OSUCOM
138A Meiling Hall
Phone: 614-292-3340 Email: Lora.eberhard@osumc.edu

If a student has been identified or self-identified for a learning issue and wants to proceed with diagnostic psychometric testing, the student's own physician can make a referral to their choice of provider.

If a student has a learning or other disability, it is recommended that they set up a meeting with a counselor at:

The OSU Office of Disability Services
098 Baker Hall
113 W. 12th Avenue
Phone: 614-292-3307 Email: slds@osu.edu

USMLE/ Board Preparation

A number of resources are available to assist students with preparation for the USMLE board examinations. It is recommended that all students familiarize themselves with the examination construct and scope as stated by the USMLE itself (usmle.org). Study plans, materials, and practice questions and examinations are available on line. Students run a series of board review sessions each year. Faculty tutors are available to assist with individual study plans and material review as well as facilitation of study groups and may be accessed through the Learning Specialists and the Associate Dean for Student Life. In addition, multiple commercial sources of assistance with board examination preparation are available outside the College of Medicine.

CLINICAL SKILLS EDUCATION & ASSESSMENT CENTER

<http://medicine.osu.edu/orgs/clinicalskills/Pages/index.aspx>

The College of Medicine's Clinical Skills Education and Assessment Center (CSEAC) is an innovative training facility that uses state-of-the-art technology, low- to high-fidelity simulators, as well as highly trained "standardized patients" to mimic actual patient care experiences. The CSEAC plays an essential role in the implementation of innovative curricula for medical students and residents. A major objective has been to ensure that all our graduates have been exposed to an extensive range of skills and procedures, from basic to complex.

The CSEAC simulates actual patient care, both ambulatory and in-patient, and gives medical trainees hands-on clinical skills experience in a safe, controlled environment. With the healthcare setting's limited hospital stays, diversity of physician faculty, and multiple training sites, the CSEAC provides a means of assuring consistency in education. Students and residents hone their interpersonal skills by conducting histories and physical exams on standardized patients (individuals trained to simulate specific case scenarios) and enhance their technical skills by practicing on task trainers and human-patient stimulators.

Medical students are encouraged to initiate individual or group procedure practices to gain exposure to a variety of procedures as well as explore different specialties. Student interest groups often hold hands-on workshops throughout the first two years of medical school.

To contact the Clinical Skills Center, please call 614-688-7988.

CONSCIENTIOUS OBJECTION POLICY

(Adapted from University of Manitoba)

The College of Medicine recognizes that, for reasons of commonly held ethical and religious beliefs, some students may wish not to involve themselves with certain medical procedures or services. Out of respect for such beliefs, the College of Medicine will respect conscientious objection by students if all of the following criteria are met:

1. A conscientious objection does not relieve a medical student from a duty to meet the current standard of timely and acceptable medical care, to engage in full and nonselective disclosure for Informed Consent, to inform patients of their conditions, and referral prognoses, and risks of receiving care services for their illness, condition or health-related request.
2. Patients cannot be abandoned. Any student who wishes to excuse themselves from care of a patient must find another qualified individual to provide service to patients.
3. A medical student cannot object to provide a service if the patient's condition, in the judgment of an attending physician, requires immediate action and that student's assistance is required to provide that service. This is particularly important if the patient's life is in jeopardy.
4. A medical student may not be allowed to object to medical service during a public health emergency.
5. A medical student shall not object to participate in the care of a specified classification or group of people or on the basis of particular diseases or states of health or illness.
6. A medical student shall not object to provide or participate in a healthcare service if this objection amounts to discrimination.
7. A conscientious objection must not be so broad as to limit a student's general medical education. If a conscientious objection constrains a student's ability to provide the current standard of medical care, the College of Medicine may refer a student for dismissal from medical school.
8. An objection to participate in any service or delivery of care does not exempt the student from the responsibility to learn about its indications, contraindications, benefits, and risks. A student will not be exempted to demonstrate this knowledge on any examination.
9. All curricular or clinical time missed through an excused exemption must be made up through the appropriate means as determined by the respective Academic Program.
10. When a conscientious objection might compromise completion of the curriculum, this matter will be discussed by the appropriate academic student review committee, and if necessary, by the ABRC. Students can represent themselves at these meetings in accordance with College of Medicine policies.
11. If in the course of a conscientious objection, a student engages in behavior which the College of Medicine considers unacceptable for a physician, the College may require that student to withdraw from medical school on the basis of improper professionalism.

12. A student wishing to make a Conscientious Objection Declaration should complete the Conscientious Objection request and Declaration Form (available in 155 Meiling Hall) and submit to the Associate Dean for Medical Education or designee or the Associate Dean for Student Life. Any appeals to the decision of the associate dean will be heard through the Honor and Professionalism Council Review Board.

EVALUATIONS

Evaluations of LSI courses and programs are **confidential but not anonymous**. This means that in extenuating circumstances the course directors are able to track who selected certain responses or made unprofessional comments in an evaluation. For example, the LCME (accreditation body) mandates that certain curricular elements be tracked (i.e. safety on service, duty hours, and intimidation/ridicule). If a student evaluates the program and indicates that they experienced a significant problem with the learning environment while evaluating the program, they MAY be contacted to provide further details. This is done to protect future students and provide faculty development.

The faculty and staff of the COM hope to support an environment where every student would feel comfortable coming forward to report a concern directly to a staff or faculty member. Students who wish to speak with a faculty member separate from the LSI Curriculum and separate from the Offices of Medical Student Education and Student Life may contact the COM Medical Student Advocate, **Dr. Lisa Christian** (Lisa.Christian@osumc.edu) or the OSU Graduate and Professional Student Ombudsperson (<https://ombuds.osu.edu/grad-ombuds>).

Students who wish to report a concern separate from the LSI course and program evaluations **anonymously** may do so through the portal on the VITALS landing page labeled “Report a Learning Environment Concern” (the VITALS “red button”) and may also submit a report through the OSU Office of University Compliance and Integrity (<https://compliance.osu.edu/concern-reporting.html>).