



# University of Central Florida

## College of Medicine

### M.D. Program Curriculum Committee Minutes – M3/M4

**Meeting Date:** 11/4/2016

**Start time:** 8:00 AM

**Adjourn time:** 9:30 AM

**Chaired by:** Dr. Martin Klapheke

**Attendance:** (Doctors) Bellew, Berman, Caceres, Karch, Klapheke, Lube, Mehta, Pasarica, Peppler, Salazar (Staff). Ms. Corsi, Ms. Cubero, Ms. Dexter, Ms. Gillfedder, Ms. Hasegawa, Ms. Kennedy, Ms. Linton, Ms. Marchand, Ms. Newsum, Ms. Orr, Dr. Selim, Mr. Staack, Ms. Walton (Students) MS3 Fleming, MS4 Reina, MS4 Combs.

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
<b>Review Minutes</b>	<ul style="list-style-type: none"> <li>Review of minutes from 9/23/16 meeting.</li> </ul>	Minutes approved	Dr. Klapheke	Completed
<b>Clerkship OSCEs</b>	<ul style="list-style-type: none"> <li>Clerkship directors are very pleased with OSCE involvement in the clerkships during the 2017-18 year.</li> <li>Need to start planning any changes for the clerkship OSCEs for 2018-19. Send requests to clinical skills, need to know changes to OSCEs, address accommodations for students, need information from clerkship directors by February 1<sup>st</sup>.</li> </ul>	<ul style="list-style-type: none"> <li>Students in OB clerkship enjoyed and found the live feedback to be beneficial. Suggested live feedback be included in all clerkship OSCEs if possible.</li> <li>Bay Pines is interested in adding an OSCE's at their facility.</li> </ul>		
<b>Announcements</b>	<ul style="list-style-type: none"> <li>LCME – Self study has been started. Information will be inputted to DCI. Curriculum committee will be the Self-study committee. Self-study report will be generated by March. All data will go to LCME by July 4<sup>th</sup>.</li> <li>Clinical Partners update given by Dr. Peppler: no issues from academic deans at hospitals.</li> <li>VA will be meeting with COM to see if they can project placement numbers for May of 2017. Looking to put more students at the VA for 2017-18 year.</li> <li>Bay Pines housing contract is still in progress. Bay Pines will likely take over the contact at the current housing facility.</li> <li>Flagler – Hurricane Matthew had a major impact at Flagler Hospital. Housing is being used by displaced staff and student placements have been put on hold.</li> </ul>			

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	Hope to have the housing back for student use by February.			
<b>Student Updates</b>	<ul style="list-style-type: none"> <li>M3 – no issues.</li> <li>M4 – no issues or concerns. Some students are having to complete phone and video residency interviews depending on specialty.</li> </ul>		M3/M4 Student Representative	Completed
<b>LCME data review: Student Performance and Clerkship Evaluation Data, especially Duty Hours, etc.</b>	<ul style="list-style-type: none"> <li>Tracking data: overall good updates with good compliance.</li> <li>Grades submission for OB/GYN is still a concern.</li> <li>The data has improved from the last review.</li> </ul>		Ms. Orr and Dr. Selim	Ongoing
<b>Clarification of the M3/M4 Attendance Policy: “Holidays” vs. “Religious Observances”</b>	<ul style="list-style-type: none"> <li>Changes to attendance policy: included information regarding religious holidays.</li> <li>Students should give notice to clerkship director and coordinator of absence due to religious holidays.</li> </ul>	<ul style="list-style-type: none"> <li>Changes were approved.</li> <li>M1 and M2 will be made aware of changes to policy so we can maintain consistency.</li> </ul>	Dr. Klapheke	Completed
<b>Request for student and faculty feedback on draft schedules for M3 Capstone Week and M4 Capstone Week</b>	<ul style="list-style-type: none"> <li>M3 and M4 Capstone schedules were reviewed. Student reps have been asked to share schedules with all students and provide feedback.</li> <li>M3 Capstone – consider adding Step 2 prep time on Thursday and Friday to still have M3 Capstone be 5 days.</li> <li>M4 Capstone – consider adding student council lunch.</li> </ul>	<ul style="list-style-type: none"> <li>Consider adding scrub/gown training to M3 Orientation.</li> </ul>	Dr. Klapheke	In Progress
<b>Update on planning for required M4 Selective in Emergency Medicine</b>	<ul style="list-style-type: none"> <li>154 slots so far for next year.</li> <li>In discussion with Bay Pines and Health Central.</li> <li>We should have more slots than we need.</li> <li>This will be a required M4 selective starting summer of 2017.</li> </ul>	<ul style="list-style-type: none"> <li>In progress</li> </ul>	Dr. Ladde	In Progress
<b>M4 Course Proposals</b>	<ul style="list-style-type: none"> <li>Comprehensive and Advanced Dermatology</li> <li>Diagnostic Radiology Elective</li> </ul>	<ul style="list-style-type: none"> <li>Courses will be sent to Curriculum Committee for approval once they are revised.</li> </ul>	Mr. Staack, Dr. Klapheke, Dr. Pepler	Completed
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li><b>Friday, December 16th, 2016 - 8:00 AM COM 217</b></li> </ul>			