



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
Review Minutes	<ul style="list-style-type: none"> Review of minutes from 11/4/16 meeting. 	Minutes approved	Dr. Klapheke	Completed
Announcements	<ul style="list-style-type: none"> Clinical Partners Dr. Salazar is now an assistant dean of students, and Dr. Pasarica is now the clerkship director for internal and family medicine. Introduction of Dr. Marcia Katz. Dr. Peppler discussed COM plans to use 3 new affiliate sites for M3 in the 2017-2018 academic year: in Naples, Ocala, and Gainesville. 			
Student Updates	<ul style="list-style-type: none"> M3 – general discussion regarding: M3 students' requests for specific clerkship sites; considerations for students driving to sites; FH Winter Park – student feels like there is not sufficient space to place personal items (this will be addressed by Dr. Peppler); and clarification of having specialty advising meetings via teleconferencing (some faculty advisors have limited access to teleconferencing resources). M4 – no issues or concerns. 		M3/M4 Student Representative	Completed
LCME data review: Student Performance and Clerkship Evaluation Data, especially Duty Hours, etc.	<ul style="list-style-type: none"> There was a review of use of alternative clinical experiences in the Pediatrics and Neurology clerkships. Evaluation of away rotations for M4 students – survey will be deployed in qualtrics. Once the survey is ready Mr. Staack will distribute to the students. 	<ul style="list-style-type: none"> Neurology will change patient log to clarify expectation of lumbar puncture simulation vs. live patient. 	Ms. Orr and Dr. Selim	Ongoing

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<p>New avenue for Clerkship Director timely feedback on concerns of student issues in professionalism or clinical skills: (a) how to best make this transparent to student and (b) clarify where/when these concerns get communicated, and (c) when will SEPC respond to concerns</p>	<ul style="list-style-type: none"> • This academic year there has been a pilot trial of use of a Qualtrics survey at the end of each clerkship for clerkship directors to report any concerns regarding a student's professionalism or clinical skills. <u>ADDENDUM</u>: Dr. Klapheke is recommending that this trial be stopped, as this data needs to be documented, instead, on the end-of-clerkship student evaluation completed by the clerkship directors, as this is the official formative and summative documentation that SEPC can access. (The Qualtrics survey, though begun with the best intentions, is a duplication of efforts and could inadvertently lead to important feedback being left off the end-of-clerkship student evaluation forms). This will be discussed further at the next M3/M4 meeting in February 2017. 		Dr. Klapheke	Completed
<p>Policies for Consideration</p>	<ul style="list-style-type: none"> • Rotation Requirements for the M4 year <ul style="list-style-type: none"> ○ Effective for 2017-2018, in addition to an AI, M4 students will be required to take: an EM selective; at least 24 weeks of elective rotations. Students may take a maximum of 3 four-week non-clinical care rotations. Students must take at least 4 weeks of clinical care rotations after the holiday break (to help prepare for residency). ○ Effective for 2017-2018. • Duty Hours <ul style="list-style-type: none"> ○ Student may be scheduled for a max of 24 continuous duty hours, but students may stay up to an additional 4 hours to assist with effective patient care handovers. ○ Adequate time for rest and personal activities will be provided and will consist of a 10-hour time period between all daily clinical duty periods and after in-house call. • M3/M4 Attendance Policy <ul style="list-style-type: none"> ○ Health care visits: students should try to schedule well health care visits while not on clinical duty, but if this is not possible, they can apply for an excused absence. 	<ul style="list-style-type: none"> • Passed - Rotation Requirements for the M4 year – Send to curriculum committee for approval • Passed – Duty hours - Send to curriculum committee for approval • Passed – M3 – Attendance Policy – Send to curriculum committee for approval 	Dr. Klapheke	In Progress

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Request for student and faculty feedback on draft schedules for M3 Capstone Week and M4 Capstone Week	<ul style="list-style-type: none"> • Student feedback – step 2 ck and cs sessions were valuable during 2016 M3 capstone. • M4 students will be planning lunch during M4 capstone. 			
Update on planning for required M4 Selective in Emergency Medicine	<ul style="list-style-type: none"> • EM course proposals have been submitted for approval. This will change the EM course to acting internships or electives as opposed to core clerkships and electives. 	<ul style="list-style-type: none"> • EM course proposals were approved and will be send to curriculum committee for approval. 	Dr. Ladde	In Progress
M4 Course Proposals	<ul style="list-style-type: none"> • EM Elective – Bay Pines • EM Elective – Health Central • EM Elective – South Seminole • EM – FH • EM – OH • EM - HCA • Interventional Pain Medicine • Hospice and Palliate Care Rotation – needs clarification since selective is marked. • Intro to Trauma and Surgical Critical Care • In-patient Medicine – Naples Health Care System • Culinary Medicine Elective • Pediatric Hematology Elective 	<p>Approved and will be sent to curriculum committee.</p> <ul style="list-style-type: none"> • EM Elective – Bay Pines • EM Elective – Health Central • EM Elective – South Seminole • EM – FH • EM – OH • EM - HCA • Interventional Pain Medicine • Intro to Trauma and Surgical Critical Care • In-patient Medicine – Naples Health Care System • Culinary Medicine Elective • Pediatric Hematology Elective 	Mr. Staack, Dr. Klapheke, Dr. Peppler	Completed
Next Meeting	<ul style="list-style-type: none"> • Friday, February 17th, 2017 - 8:00 AM COM 101 			