



**University of Central Florida
College of Medicine
M.D. Program Curriculum Committee Minutes – M3/M4**

Meeting Date: 9/25/2020

Start time: 8:00 AM

Adjourn time: 9:00 AM

Chaired by: Dr. Klapheke

Zoom Attendance: (Doctors) Berman, Boucher, Daroowalla, Fagan, Kibble, Klapheke, LaRochelle, Moran-Bano, Osborne, Peppler, Taitano, Verduin (Staff) Ms. Anderson, Ms. Corsi, Ms. Cubero, Mr. Franceshini, Ms. Gilfedder, Ms. Kennedy, Ms. Kierulf, Mr. Larkin, Ms. Linton, Ms. Marchand, Ms. Marchena, Mr. Marshall, Ms. Newsum, Mr. Orengo, Ms. Orr, Ms. Reiner, Dr. Selim, Mr. Voorhees, Ms. Walton

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Review Minutes	<ul style="list-style-type: none"> Review of minutes from 9/4/2020 meeting. 	<ul style="list-style-type: none"> Minutes approved. 	Dr. Klapheke	Complete
Announcements	<ul style="list-style-type: none"> Update on clinical partners – Dr. Peppler <ul style="list-style-type: none"> Dr. Peppler has had conversations with Dr. Madruga. An anesthesiology M4 elective at OH is being developed. Expecting to be able to place 1 student per rotation. MyHealth – space for 1 student in Family Medicine. Pending agreements from various sites. Step 2: 98 students have recorded a score. Mean score of 251. Step 1: 90 students have recorded a score. Mean score of 241. 		Dr. Klapheke	Complete
Special Topics in Psychiatry M3/M4 electives	<ul style="list-style-type: none"> Included in meeting materials packet. Using freed up psychiatry clerkship spaces. 	<ul style="list-style-type: none"> Course proposal approved. <ul style="list-style-type: none"> Passing to curriculum committee. Clerkship Directors should send in their special topics proposals ASAP so that they can be sent to main campus for approval in a timely manner. 	Dr. Klapheke and Ms. Corsi	Complete

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LCME Data Update	<ul style="list-style-type: none"> Report included in meeting materials packet. Data from 1st block of this academic year. Higher report of students using alternative clinical experiences. Most likely due to lower patient volume, effects of COVID, etc. 	<ul style="list-style-type: none"> Continue close monitoring of use of alternative clinical experiences. 	Ms. Marchand	Complete
Proposal to Change the M3 Core Clerkship in Surgery AY 2021-2022	<ul style="list-style-type: none"> Eliminate Anesthesia and Ophthalmology as Surgery "Selective" options from all sites starting with the 2021-2022 academic year. <ul style="list-style-type: none"> The nature of the clinical duties in these rotations differs significantly from the content students experience in the other surgical "Selective" rotations. <ul style="list-style-type: none"> These rotations do not prepare students adequately for content areas emphasized in the ACS/ASE core curriculum or which are covered in the NBME Surgery subject examination. Students assigned to these selectives from the 2019-2020 academic year (Blocks 1-6, pre COVID) had high rates of completing required topics by alternate experience in the following areas: <ul style="list-style-type: none"> Surgery: Trauma/Shock (57%) Surgery: Benign and Malignant Skin Conditions Assessment (29%) Surgery: Insert Foley bladder catheter (29%) Surgery: Colon Cancer (21%) Surgery: Diverticular Disease of Colon (21%) Surgery: Interpret a plain abdominal radiograph (21%) Surgery: Small bowel obstruction (21%) This change will affect HCA Osceola (1 spot), HCA Ocala (1 spot), Bay Pines VA (2 spots), Nemours (2 spots), and Orlando VA (1 spot) <ul style="list-style-type: none"> There will be ~16 remaining available selective spots per block. The previously approved change (from the 8 block calendar to the 12 	<ul style="list-style-type: none"> Approved. <ul style="list-style-type: none"> Passing to curriculum committee. 	Dr. Taitano	Complete

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	<p>block calendar) will decrease the number of needed selective spots per block from 15 to 10, allowing ample student choice.</p> <ul style="list-style-type: none"> To preserve the established relationships with affiliated/volunteer faculty involved with these rotations, Dr. Taitano will individually reach out and assist with the development of new M3/M4 "Electives" at sites with interested faculty. <ul style="list-style-type: none"> This will preserve the option for students to have these rotations (if desired) during M3 or M4 elective blocks. 			
December 2020 Intersession 1	<ul style="list-style-type: none"> 1st week in Orlando (to allow for credentialing activities + suture/gown/scrub training) and 2nd week by Zoom (to allow students to return home for Holidays if desired)? Should we allow students to complete the second week of the intersession at home? 	<ul style="list-style-type: none"> Clerkships and Student Affairs have no issues with allowing students to complete the second week of the intersession at home. Dr. Klapheke will contact Dr. Kay for her feedback in regards to the LCT sessions scheduled during the second week. 	Dr. Klapheke	Complete
M4 academic calendar for 2021-2022	<ul style="list-style-type: none"> Included in meeting materials packet. 	<ul style="list-style-type: none"> Approved. <ul style="list-style-type: none"> Passing to curriculum committee. 	Dr. Klapheke	Complete
M3/M4 Excused absences AND PLANS FOR MAKING UP MISSED TIME BEFORE BLOCK 1 OF 2021-2022	<ul style="list-style-type: none"> Can we add another block of clerkships during the Transition to Core Clerkship course to schedule students who need to make-up a whole 4-week clerkship? For those needing less make-up time, utilize time during any of the following: October 2020 vacation, Intersessions 1 and 2, and Transition to Core Clerkships (May 2021). Proposed Policy Change: <p>Excused Absences – Definitions and Required Actions:</p> <p>Students are allowed to take an excused absence for 1 day (for a 2-week rotation), 2 days (for a 4-week rotation) and 3 days (for a 6 or more weeks rotation). Any excused absences in excess of these limits will be allowed at the discretion of the module director and will require the student to make up this excess missed time</p> 	<ul style="list-style-type: none"> Amend the first sentence of the policy to communicate that students should not be taking personal days as excused absences. Dr. Klapheke will revise the proposed policy change based on today's feedback and will send it out to M3/M4 for an email vote. Clerkships with students that need to make up time should send the student name and amount of time that the student needs to make up to Liz Gordian. Liz should also be informed of available time periods when it is feasible for each clerkship to provide makeup time. 	Dr. Klapheke	Complete

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	<p>through an equivalent experience, e.g., through weekend or on-call duties, or by making up this time later in the M3 year (such as during vacation, holidays, Intersessions, as long as all other required curriculum components are fulfilled). Note that no more than 2 days of excused absence can be made up by independent study assignments. After consulting with the Clerkship Director, the student can choose to take the NBME Shelf exam either on its originally scheduled date or on the exam date following the completion of all make-up days; the student must communicate their final decision on when to take this exam to Ken Staack by 3 days before the exam's originally scheduled date.</p>			
<p>Proposed M3/M4 curriculum for 2021-2022</p>	<ul style="list-style-type: none"> • Options for the 4 open blocks: 3 electives and 1 block "off" <ul style="list-style-type: none"> ○ At least one elective must be clinical ○ Should we develop Selectives (Telemedicine, Population Health, etc.)? ○ Should we strongly encourage M3 students in 2021-2022 to take 1-2 blocks of Independent Study Research (sort of a "mini-FIRE 3") that could lead to a poster/oral presentation/article submission? Perhaps we could also add an end-of-M3 Research Day. All of this might give our students an extra advantage in residency applications. ○ How can we add more M3/M4 electives? <ul style="list-style-type: none"> ▪ As we open up spots at our affiliates in Bay Pines, Ocala, and Gainesville, can we use these for electives? ▪ Would Orlando Health and/or Adventist Health accept our M3 students in electives outside of 	<ul style="list-style-type: none"> • Exploring the possibility of implementing 8 weeks of Internal Medicine and 4 weeks of Family Medicine – possibly de-linked. 	<p>Dr. Klapheke</p>	<p>Complete</p>

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	VSLO (latter is for M4 students only)?			
Proposed new M3/M4 electives	<ul style="list-style-type: none"> Cardiology M4 elective at UCF Health 	<ul style="list-style-type: none"> Approved. <ul style="list-style-type: none"> Passing to curriculum committee. 	Mr. Staack	Complete
Next Meeting	<ul style="list-style-type: none"> Friday, October 30th at 8:00 AM via Zoom 			