

MAR 5 2013

Course Information

Date Submitted: 3/11/2013

Current Prefix and Number: PAS - Physician Assistant Studies , PAS 670 - EMERGENCY MEDICINE CLERKSHIP

Other Course:

Proposed Prefix and Number:

What type of change is being proposed?

Major – Add Distance Learning

Should this course be a UK Core Course? No

1. General Information

a. Submitted by the College of: College of Health Sciences

b. Department/Division: Physician Assistant Studies

c. Is there a change in 'ownership' of the course? No

If YES, what college/department will offer the course instead: Select...

e. Contact Person

Name: Suzanne Fiscella

Email: suzanne.fiscella@uky.edu

Phone: 218-0857

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

f. Requested Effective Date

Semester Following Approval: Yes OR Effective Semester:

2. Designation and Description of Proposed Course

a. Current Distance Learning (DL) Status: Please Add

b. Full Title: EMERGENCY MEDICINE CLERKSHIP

Proposed Title: EMERGENCY MEDICINE CLERKSHIP

c. Current Transcript Title: EMERGENCY MEDICINE CLERKSHIP

Proposed Transcript Title: EMERGENCY MEDICINE CLERKSHIP

d. Current Cross-listing: none

Proposed – ADD Cross-listing :

Proposed – REMOVE Cross-listing:

e. Current Meeting Patterns

CLINICAL: 45

Proposed Meeting Patterns

CLINICAL: 45

f. Current Grading System: Graduate School Grade Scale

Proposed Grading System: PropGradingSys

g. Current number of credit hours: 3

Proposed number of credit hours: 3

h. Currently, is this course repeatable for additional credit? No

Proposed to be repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester? No

2i. Current Course Description for Bulletin: This is a four-week clinical course designed to provide physician assistant students with experience in evaluating and treating problems encountered in emergency medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, performing selected studies, and establishing a tentative treatment plan.

Proposed Course Description for Bulletin: This is a four-week clinical course designed to provide physician assistant students with experience in evaluating and treating problems encountered in emergency medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, performing selected studies, and establishing a tentative treatment plan.

2j. Current Prerequisites, if any: Prereq: Enrollment in the Physician Assistant program and successful completion of the didactic portion of the curriculum.

Proposed Prerequisites, if any: Prereq: Enrollment in the Physician Assistant program and successful completion of the didactic portion of the curriculum.

2k. Current Supplementary Teaching Component:

Proposed Supplementary Teaching Component:

3. Currently, is this course taught off campus? No

Proposed to be taught off campus? No

If YES, enter the off campus address:

4. Are significant changes in content/student learning outcomes of the course being proposed? No

If YES, explain and offer brief rationale:

5a. Are there other depts. and/or pgms that could be affected by the proposed change? No

If YES, identify the depts. and/or pgms:

5b. Will modifying this course result in a new requirement of ANY program? No

If YES, list the program(s) here:

6. Check box if changed to 400G or 500: No

Distance Learning Form

Instructor Name: Suzanne Fiscella

Instructor Email: suzanne.fiscella@uky.edu

Internet/Web-based: No

Interactive Video: No

Hybrid: Yes

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations? Students will participate in this course, interacting with fellow students and faculty via Blackboard. The syllabus explains how to contact the instructor (via email and phone) and expected response times. The syllabus conforms to Senate guidelines.

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc. The course goals and content are the same as for a typical classroom-based experience. Quizzes, written assignments and performance are as challenging as for any comparable course. To ensure the highest production quality possible, student performance and testing are frequently monitored throughout the course via email, phone and site visits, as well as evaluation of clinical experiences.

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc. Students will access Blackboard with their user login and password. Students will also submit all written work through SafeAssign on Blackboard. Written work will be graded by the instructor. Final exams require proctoring by the instructor via Blackboard or other secure appropriate software. Grades for interactive discussion will be provided to the student only by the instructor. The student's placement will be supervised by a qualified clinical professional. This will ensure that the learning goals are appropriately met.

4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above? No

If yes, which percentage, and which program(s)?

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? The students taking this course will have equivalent access to student services via the UK Library services and other UK student support websites. Students will be able to use their LinkBlue ID to access these resources.

6. How do course requirements ensure that students make appropriate use of learning resources? This course is Blackboard-based; the students have to access it for a copy of the syllabus, quizzes, written assignments. The students must use UK Library services to obtain the majority of the reading assignments and to search references for their writing materials and appropriate references.

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program. Students will not require access to equipment outside of a personal computer and appropriate software. Students will primarily use the services of UK's Distance Learning, UK Distance Learning Library and electronic access to UK Libraries. Access is restricted to UK users via userID and password.

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)? Students are informed via the syllabus and given contact information for technical issues.

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? YES

If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.

10. Does the syllabus contain all the required components? YES

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: Suzanne Fiscella

SIGNATURE|KOSKAF0|Karen O Skaff|Dept approval for ZCOURSE_CHANGE PAS 670|20121130

SIGNATURE|PNASH|Phyllis J Nash|College approval for ZCOURSE_CHANGE PAS 670|20121203

SIGNATURE|JDLIND2|Jim D Lindsay|HCCC approval for ZCOURSE_CHANGE PAS 670|20130104

SIGNATURE|ZNNIKO0|Roshan N Nikou|Graduate Council approval for ZCOURSE_CHANGE PAS 670|20130220

Courses	Request Tracking
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Course Change Form

https://myuk.uky.edu/sap/bc/soap/rfc?services=

Open in full window to print or save

Generate F

Attachments:

Browse... Upload File

ID	Attachment
1044	EM DL Syllabus.docx

First 1 Last

Select saved project to retrieve...

Get New

NOTE: Start form entry by choosing the Current Prefix and Number (*denotes required fields)

Current Prefix and Number: PAS - Physician Assistant Studies PAS 670 - EMERGENCY MEDICINE CLERKSHIP		Proposed Prefix & Number:	
* What type of change is being proposed?		<input type="checkbox"/> Major Change <input checked="" type="checkbox"/> Major - Add Distance Learning <input type="checkbox"/> Minor - change in number within the same hundred series, exception 60 same "hundred series" <input type="checkbox"/> Minor - editorial change in course title or description which does not imply content or emphasis <input type="checkbox"/> Minor - a change in prerequisite(s) which does not imply a change in content or emphasis, or which is made necessary by the elimination or significant change to the prerequisite(s) <input type="checkbox"/> Minor - a cross listing of a course as described above	
Should this course be a UK Core Course? <input type="radio"/> Yes <input checked="" type="radio"/> No If YES, check the areas that apply: <input type="checkbox"/> Inquiry - Arts & Creativity <input type="checkbox"/> Composition & Communications - II <input type="checkbox"/> Inquiry - Humanities <input type="checkbox"/> Quantitative Foundations <input type="checkbox"/> Inquiry - Nat/Math/Phys Sci <input type="checkbox"/> Statistical Inferential Reasoning <input type="checkbox"/> Inquiry - Social Sciences <input type="checkbox"/> U.S. Citizenship, Community, Diversity <input type="checkbox"/> Composition & Communications - I <input type="checkbox"/> Global Dynamics			
1. General Information			
a. Submitted by the College of: College of Health Sciences		Today's Date: 3/11/2013	
b. Department/Division: Physician Assistant Studies			
c.* Is there a change in "ownership" of the course? <input type="radio"/> Yes <input checked="" type="radio"/> No If YES, what college/department will offer the course instead? Select...			
e.* * Contact Person Name: Suzanne Fiscella Email: suzanne.fiscella@uky.edu Phone: 218-0857		* Responsible Faculty ID (if different from Contact) Email: Phone:	
f.* Requested Effective Date:		<input checked="" type="checkbox"/> Semester Following Approval OR Specific Term: 2	
2. Designation and Description of Proposed Course.			
a. Current Distance Learning (DL) Status:		<input type="radio"/> N/A <input type="radio"/> Already approved for DL* <input checked="" type="radio"/> Please Add <input type="radio"/> Please Drop	
*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box) the proposed changes do not affect DL delivery.			
b. Full Title: EMERGENCY MEDICINE CLERKSHIP		Proposed Title: * EMERGENCY MEDICINE CLERKSH	
c. Current Transcript Title (if full title is more than 40 characters):		EMERGENCY MEDICINE CLERKSHIP	
Proposed Transcript Title (if full title is more than 40 characters):		EMERGENCY MEDICINE CLERKSHIP	

d. Current Cross-listing:	<input type="checkbox"/> N/A	OR	Currently³ Cross-listed with (Prefix & Number):	none	
Proposed – ADD² Cross-listing (Prefix & Number):					
Proposed – REMOVE^{2,4} Cross-listing (Prefix & Number):					
e. Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours³ for each meeting pattern type.					
Current:	Lecture	Laboratory ⁵	Recitation	Discussion	Indep. Study
	Clinical 45	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: _____ Please explain: _____		
Proposed: *	Lecture	Laboratory ⁵	Recitation	Discussion	Indep. Study
	Clinical 45	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: _____ Please explain: _____		
f. Current Grading System:		Graduate School Grade Scale			
Proposed Grading System:*		<input checked="" type="radio"/> Letter (A, B, C, etc.) <input type="radio"/> Pass/Fail <input type="radio"/> Medicine Numeric Grade (Non-medical students will receive a letter grade)			
g. Current number of credit hours:		3	Proposed number of credit hours:*		3
h.* Currently, is this course repeatable for additional credit?					
<input type="radio"/> Yes <input checked="" type="radio"/> No					
* Proposed to be repeatable for additional credit?					
<input type="radio"/> Yes <input checked="" type="radio"/> No					
If YES:		Maximum number of credit hours:			
If YES:		Will this course allow multiple registrations during the same semester?			
<input type="radio"/> Yes <input checked="" type="radio"/> No					
i. Current Course Description for Bulletin:					
This is a four-week clinical course designed to provide physician assistant students with experience in evaluating and treating problems encountered in emergency medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, performing selected studies, and establishing a tentative treatment plan.					
* Proposed Course Description for Bulletin:					
This is a four-week clinical course designed to provide physician assistant students with experience in evaluating and treating problems encountered in emergency medicine. Experience is provided at the level of a primary care physician assistant, and emphasis is placed on performing a history and physical exam, selecting and interpreting laboratory exams, establishing a logical differential diagnosis, performing selected studies, and establishing a tentative treatment plan.					
j. Current Prerequisites, if any:					
Prereq: Enrollment in the Physician Assistant program and successful completion of the didactic portion of the curriculum.					
* Proposed Prerequisites, if any:					
Prereq: Enrollment in the Physician Assistant program and successful completion of the didactic portion of the curriculum.					
* _____					
k. Current Supplementary Teaching Component, if any:					
<input type="radio"/> Community-Based Experience <input type="radio"/> Service Learning <input type="radio"/> Both					

Proposed Supplementary Teaching Component:	<input type="radio"/> Community-Based Experience <input type="radio"/> Service Learning <input type="radio"/> Both <input type="radio"/> No Change
3. Currently, is this course taught off campus?	<input type="radio"/> Yes <input checked="" type="radio"/> No
* Proposed to be taught off campus?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, enter the off campus address:	
4.* Are significant changes in content/student learning outcomes of the course being proposed?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, explain and offer brief rationale:	
5. Course Relationship to Program(s).	
a.* Are there other depts and/or pgms that could be affected by the proposed change?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, identify the depts. and/or pgms:	
b.* Will modifying this course result in a new requirement ² for ANY program?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES ² , list the program(s) here:	
6. Information to be Placed on Syllabus.	
a. <input type="checkbox"/> Check box if changed to 400G or 500.	If changed to 400G- or 500-level course you must send in a syllabus and you must include the different between undergraduate and graduate students by: (i) requiring additional assignments by the graduate and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)

Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for 1 fields are required!

Introduction/Definition: For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructor are not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technology.

A number of specific requirements are listed for DL courses. The department proposing the change in delivery method is responsible for ensuring that the requirements are satisfied at the individual course level. It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent DL students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

Course Number and Prefix: PAS 670	Date: 11/29/2012
Instructor Name: Suzanne Fiscella	Instructor Email: suzanne.fiscella@uky.edu
Check the method below that best reflects how the majority of the course content will be delivered.	
Internet/Web-based <input type="checkbox"/>	Interactive Video <input type="checkbox"/>
Hybrid <input checked="" type="checkbox"/>	

Curriculum and Instruction

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Syllabus Guidelines, specifically the Distance Learning Considerations?
 Students will participate in this course, interacting with fellow students and faculty via Blackboard. The syllabus explains how to contact the instructor (via email and phone) and expected response times. The syllabus

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goal assessment of student learning outcomes, etc.
 The course goals and content are the same as for a typical classroom-based experience. Quizzes, written assignments and performance are as challenging as for any comparable course. To ensure the highest production quality possible,

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; acad policy; etc.

Students will access Blackboard with their user login and password. Students will also submit all written work through SafeAssign on Blackboard. Written work will be graded by the instructor. Final exams require proctoring by

4. Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via an as defined above?

No

If yes, which percentage, and which program(s)?

*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery months from the date of approval.

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? The students taking this course will have equivalent access to student services via the UK Library services and other UK student support websites. Students will be able to use their LinkBlue ID to access these resources.

Library and Learning Resources

6. How do course requirements ensure that students make appropriate use of learning resources?

This course is Blackboard-based; the students have to access it for a copy of the syllabus, quizzes, written assignments. The students must use UK Library services to obtain the majority of the reading assignments and to

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.

Students will not require access to equipment outside of a personal computer and appropriate software. Students will primarily use the services of UK's Distance Learning, UK Distance Learning Library and electronic access to UK

Student Services

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)?

Students are informed via the syllabus and given contact information for technical issues.

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)?

Yes
 No

If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said tec

10. Does the syllabus contain all the required components, below? Yes

- Instructor's *virtual* office hours, if any.
- The technological requirements for the course.
- Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).
- Procedure for resolving technical complaints.
- Preferred method for reaching instructor, e.g. email, phone, text message.
- Maximum timeframe for responding to student communications.
- Language pertaining academic accommodations:
 - *If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu.*
- Specific dates of face-to-face or synchronous class meetings, if any.
- Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLIS>)
 - Carla Cantagallo, DL Librarian
 - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
 - Email: dlservice@email.uky.edu
 - DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?iweb_id=253&lib_id=16

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: Suzanne Fiscella

Abbreviations: DLP = Distance Learning Programs ATG = Academic Technology Group Customer Service Center = 859-218-HELP (<http://www.uky.edu/UKIT/Help/>)

Revised 8/20

¹ See comment description regarding minor course change. *Minor changes are sent directly from dean's office to Senate Council Chair. If Chair deems the change as "I form will be sent to appropriate academic Council for normal processing and contact person is informed.*

² Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.

³ Signature of the chair of the cross-listing department is required on the Signature Routing Log.

¹⁴ Removing a cross-listing does not drop the other course – it merely unlinks the two courses.

¹⁵ Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

¹⁶ You must *also* submit the Distance Learning Form in order for the course to be considered for DL delivery.

¹⁷ In order to change a program, a program change form must also be submitted.

Submit as New Proposal Save Current Changes Delete Form Data and Attachments

PAS 670: EMERGENCY MEDICINE CLERKSHIP
DIVISION OF PHYSICIAN ASSISTANT STUDIES
CLINICAL SCIENCES COLLEGE OF HEALTH SCIENCES
UNIVERSITY OF KENTUCKY

Course Director

Suzanne Fiscella, MSPAS, PA-C
Associate Clinical Coordinator, Lecture Series
201B Wethington Building
900 South Limestone Street
Lexington, KY 40536-0200
859-323-1100 ext. 80857 or 859-218-0857
suzanne.fiscella@uky.edu

Office Hours

Appointment only by person, phone or Skype. Phone is the best source of communication for setting up appointments. Professor Fiscella will attempt to return all email communications within 24 hours. Please send any and all emails with subject title: **EMERGENCY ROTATION**

Course Description

This is a 4-week clinical course designed to provide the master's physician assistant student with experience in evaluating and treating common problems encountered in Emergency Medicine in a variety of settings. Experience is provided at the level of a master's primary care physician assistant.

Structure of Student Learning

This course requires the use of distance technology for the following:

- All assignments to be submitted through Blackboard.
- Dictation assignments utilize Blackboard.
- Changes in the course or notifications will be found on Blackboard, email so please check these often.
- Exams and quizzes will be given online through Exam Master, a web based company.
- Preceptor evaluations will be turned in through fax and/or PA Manager, a web-based program.
- Patient Logs must be turned in through PA Manager, a web-based program.
- Grades will be posted on Blackboard before posted on your UK records.
- 90% of your course work will be completed in other locations than UK Campus.

Text

Required:

Stone, K., et al; *Current Emergency Treatment*, [latest edition], McGraw-Hill

Optional Readings:

Essentials of Emergency Medicine, Second Edition, Rund, et al

Emergency Medicine: A Comprehensive Doctor/ Job Location:

Study Guide, Fifth Edition, Tintinalli, et al

The Clinical Practice of Emergency Medicine, Second Edition, Harwood-Nuss, et al

Optional Videos: The following videos are strongly recommended. You will learn an incredible amount of information about each subject. You may access these on BB as well as here. They are found on the University of Florida Medical School website for their ER rotations.

Power Point Lectures

Abdominal Pain

Abdominal Trauma

Bites, Stings and Things

Chest Pain

Chest Trauma

Emergency Airway Management

EMS

Evaluation and Management of Head and Neck Trauma

Intro to Trauma

Submersion Injuries

Intro to Toxicology

NOTE: Reading is a mandatory part of this program. Many of your courses require additional reading. You are expected to read beyond the materials listed above.

Technology for Distance Learning Course

- Professor Fiscella's *virtual* office hours, Monday – Friday 10 AM – 2 PM
- The technological requirements for the course are located at:
<http://www.uky.edu/DistanceLearning/faculty/technology/techReqs.html>
- Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).
- Procedure for resolving technical complaints. Call 859-218-HELP, if not resolved, then contact instructor via email.
- Preferred method for reaching instructor, phone at 859-489-1250.
- Maximum timeframe for responding to student communications. 24 hours for the week and 48 hours for the weekend.
- If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu.
- Students will have 2 days of class meetings on campus every month. Those will be listed in the student clerkship manual.
- Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLLS>)
 - Carla Cantagallo, DL Librarian
 - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
 - Email: dllservice@email.uky.edu
 - DL Interlibrary Loan Service:
http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16

Technology for Specific to Course Requirements

- This course does require you to have access to Exam Master and a current password. If not sure, contact Melissa Anderson at 1-800-572-3627
- A current Blackboard (BB) account. If not sure, contact 218-HELP
- A uky.edu email account with no "g.mail". If you are not sure, contact Bam at 218-0470
- Your current working cell phone number to be provided to the PA program and its faculty
- *NOTE: Failed technology is NOT an excuse for late work.*

Each student must self-enroll in the course via Bb prior to beginning the course. Here are the steps to get into the course (PAS 670).

(FYI: SELF-ENROLLING FROM A PHONE THAT IS CONNECTED TO THE INTERNET MAY NOT WORK. YOU MIGHT HAVE TO TRY A PC OR LAPTOP. COMPUTERS THAT HAVE ACCESS TO THE UK PROXY SERVER WORK THE BEST.)

1. Log into Blackboard.
2. In the submenu that includes "My BB Courses Content Collection Notifications Dashboard Organizations", click on Courses.
3. In the Course Search area box, type in PAS 670.

4. Click Go.
5. You will see a window labeled Browse Course Catalog.
6. You should see the course PAS670-001-201010.
7. To the right of the course number you will see a grey down arrow. Click it.
8. A dropdown should appear with Enroll. Click on Enroll.
9. A Self Enrollment screen will open.
10. Enter "emclerk" for the Access Code.
11. Click Submit.
12. It should say you have been successfully enrolled.
13. Click OK to enter the course.

Attendance

The Physician Assistant program has attendance guidelines. Please refer to your manual for further review.

- The PA student is to follow the preceptor's schedule. Should the preceptor be off work, the student may be assigned to another preceptor within the practice.
- PA students are to have at least on average one day out of every seven days free from clinical duties
- PA students are encouraged not to work more than 70 hours per week; and
- duty periods for PA students cannot last for more than 24 hours although a student may need to stay for a few additional hours longer than the allowed 24 hours in order to maintain continuity of patient care. Every effort should be made by the student's preceptor to get the PA student out of the clinic/hospital.
- No unexcused absences are allowed. Excused absences will be allowed per UK policy 5.2.4.2 <http://www.uky.edu/StudentAffairs/Code/Section%20V.pdf> and requested per the clinical clerkship manual, see Attendance section in Clerkship Manual.

NOTE: If a student finds that the rotation that they are doing is not in compliance with these guidelines, the student should alert the Clerkship Director and the Clinical Coordinator who will follow-up on this issue right away.

Policy Regarding Late Work

Submission of late work is unprofessional behavior and will be penalized. All LATE WORK will receive a ZERO grade. Failure in technology is not an excuse. You are encouraged to complete your assignments early if you feel technology will result in a zero grade.

Course work to be submitted will include all assignments relative to the clerkship as well as PA Manager case logs. Completed preceptor evaluations should be brought in on call back day and placed in the red test folder after taking the exam.

Evaluation

Preceptor Evaluation	50%	500 points
Clerkship Exam	30%	300 points
Written Assignment	10%	100 points
Professionalism	10%	100 points
PA Manger Patient Log	Pass/Fail (must pass to pass the course)	

Grades will be assigned on a standard scale:

- A = 90.0 – 100%
- B = 80.0 – 89.9%

C = 70.0 – 79.9%

E = <70%

Preceptor Evaluation

- The **Preceptor Evaluation** form is found in your Orientation Manual and on Blackboard.
- Please be familiar with this form and what is expected of you.
- The Mid-clerkship and Final Evaluation forms are identical.
- You are encouraged to discuss your performance with your preceptor throughout your clerkship.
- The Mid-clerkship Evaluation form is due to your clerkship director by midnight of the **THIRD MONDAY**. (see professionalism grade below)

Clerkship Exam

- The **Clerkship Exam** will be given the last Friday of your rotation at EOC day.
- You will be expected to return to campus for this computerized exam.
- All exams given are from Exam Master and will be 60 questions.
- Attendance is required, late arrivals after 10 minutes will receive a zero on the exam and be required to take the exam another time. This will count as their second attempt. Extra time to complete the exam will not be given.
- Passing exam grade is **60% or better**. Failure to achieve this will result in one more exam administered. Arrangements will be made between clerkship director and student. Should the student fail their rotation final, they will have 2 weeks to arrange a retake exam with their clerkship director. The highest grade a student could obtain will be 90%, regardless of a higher score. Failure to pass the exam a second time results in failure of the course. The student will need to see the Clinical Coordinator about rearranging clerkship schedules so Emergency medicine can be taken again as soon as possible.

NOTE: Graduate school policy states failure of 2 or more clerkships is dismissal from the program.

Written Assignment (100 points: 25 points per quiz, 25 points Quality Care write-up)

Quizzes

- There will be three quizzes given over the four weeks. There will be no quiz the last week, due to finals.
- Quizzes consist of 25 multiple choice questions from assigned books, your additional reading, and preceptor lectures. Because these quizzes are not based on a reading schedule, they will be open book only. (no open friend or open internet).
- Each quiz is worth 25 points toward your written assignment
- Quizzes are given through exam master. Your score is immediate. The quiz will open on Thursday at 8AM and will close on Friday at 10 AM. Once you open the quiz, you will have 120 minutes to complete it. You must score it before you can open the study mode.
- You will then be able to study your answers for 1500 minutes available FRIDAY at 10:30 AM through Monday at 8 AM.
- Unless there are extenuating circumstances approved by the clerkship director, failure to complete the quiz during this open time will result on a zero. Because quizzes are online they are given on the honor system.

Students are required to complete one **written assignment** for this clerkship. (25 points)

This requirement can be met by completing ONE of the following:

Quality Profile

- This profile is to REPLACE the standard “patient profile” that you have been submitting for previous rotations. This is a 1-2 page “reflection” (in your own words) piece. You have a number of different options for how to complete this section. Some possible examples/topics for successful completion of this section can include the following (pick one) (*I do retain the option to change this section’s requirements periodically to make this both an educational and constructive exercise.*)
- (preferred) **Make an appointment** with your facility’s Quality manager and (or) Patient Safety Manager. This person is the facility’s expert on how high quality/safe care is delivered to their patients. Have a conversation with this individual asking about what their day to day activities include, how did they get into quality, maybe get some insight into specific items that the quality manager feels is unique to their facility (i.e.: have they ever been recognized in the quality world, or have they initiated innovative projects, etc.)? I’d like you to then write up your experience with this individual...and in your own words, tell me if this discussion was worthwhile for you as a soon-to-be clinician.
 - **Article discussion.** Articles regarding quality / patient safety / risk management have been posted on BB. You are to choose one (or as many as you want) and comment/reflect (1-3 pages) on the content. These articles will be refreshed every few months. I will pick articles that are relevant to us as clinicians...but what I really want are your IDEAS...how do you interpret these things? The only requirement is that you use your own words and write enough to make your point. I WILL read these and grade accordingly. If you choose this option, please take the time to write something provocative. This is NOT a writing exercise. This is a THINKING exercise. Take a side...explain/defend your point/reasoning for feeling the way you do regarding the article content.
 - **Up to you.** Write about Quality care / Patient Safety or Risk Management. There are plenty of examples of what is currently being done in healthcare in regards to quality, safety and risk management. Over 100,000 Americans will die this year due to Healthcare errors. The Centers for Medicare and Medicaid (CMS) has proposed programs to decrease these errors and reduce hospital readmissions by 20% over the next 5 years. Mistakes occur in our health system, the US outspends the rest of the world on health care, yet we hardly see any return on this investment as 30+ million people in this country are uninsured, our patients are continually harmed in our health system due to preventable medical mistakes, and the US lags behind other less industrialized countries in measures like maternal mortality and life expectancy. Tell me what you make of this...write your ‘position piece’ on how to fix our system.
 - **Glossary of Terms** (if you see a term worth investigating below, pick it and write at least a 1 page single spaced informative piece):
 - **Resources:** Institute for Health Care Improvement (IHI), Agency for Healthcare Quality and Research (AHRQ), the Joint Commission, Performance (Core) Measures, National Patient Safety Goals, SorryWorks!, National Center for Patient Safety (NCPS), Infection control, Quality improvement/Process improvement, LEAN production (Toyota Production System)
- Discuss your topic with your preceptor and together you will find a topic that interests you. This piece will be a **maximum of 1000 words** with 3 references in order to get complete credit of the written assignment.
- Plagiarism will not be tolerated and will result in a ZERO grade.

- The above written assignment must be sent through BB on the THIRD Thursday of the rotation. Students are also required to submit on the Friday of EOC a hard copy that has been signed by their preceptor.
 - Failure to complete any part of the written assignment will result in failure (0 points) on professionalism
 - Rubric for above written piece: <http://www.criticalthinking.org/pages/critical-thinking-identifying-the-targets/486>
Also see RUBRICS on Blackboard.

Professionalism 100 Points

This PA division believes that professionalism is an important quality of being a PA student and future practicing clinician. In addition to satisfying the grading criteria as specified in the course syllabus, the student must pass a professionalism component in order to successfully pass each course. The preceptor, course director and/or instructor will evaluate this component on a pass/fail basis. Criteria to be evaluated in the professionalism component will include, but will not be limited to, the following areas: honesty, attendance and punctuality, on-site behavior, preparedness, respect and appropriate interaction with faculty, staff, preceptors and fellow students as well as the chart below.

Below are several requirements for the professionalism evaluation. Other discrepancies may be considered by the Clerkship director but not necessarily listed here so this list is not inclusive.

REQUIREMENTS - FAILURE TO MEET ALL REQUIREMENTS MAY RESULT IN A ZERO GRADE FOR PROFESSIONLISM		
Student uploads, scans in, faxes, or carries their mid-rotation self-evaluation signed by preceptor by midnight of the Monday of third week		
If required, student has all necessary documentation (BLS, ACLS, insurance, HIPAA, sexual Harassment, BB Pathogens, Background check, etc.)for rotation		
All quizzes completed		
Written assignment is complete and placed on BB by midnight of the THIRD FRIDAY of the rotation		
Student refers to and follows all policies in manual		
If student contacts AHEC they also follow up with Course Director and Educational Coordinator		
Students turn in Patient Log ON EOC DAY signed by preceptor		
Student checks Blackboard regularly for updated information		
Evaluation of Preceptor turned in ON EOC day. * Student may hand deliver in sealed envelope with preceptor signature on seal if preceptor prefers not to discuss evaluation with student. Special circumstances may apply.		
Student's evaluation of Course Director turned in on EOC		
Other: Up to the discretion of the clerkship director and/or PA program		

TOTAL (Pass/Fail)

P = 100	F = 0
Pts.	Pts.

Tips / Requirements / Patient Profile

- **Greet your preceptor before day 1.** If you can't drop in prior to day 1 of your rotation, call the site, ask for your preceptor, and remind him/her that you are looking forward to spending the next 4 weeks with them.
- **Identify your work schedule with your preceptor.** FAX/EMAIL your work schedule to (859-257-2454) with "ATTN: Professor Fiscella, ER Schedule". This is to be faxed in **by the end of week one.**
- **Log into Blackboard and self-enroll into the course.**
- **Review** of your ACLS, ER lecture notes from PAS 658, and any type of good trauma/ER pocket reference are all good ideas. Continue to read **throughout your rotation.**
- Work as many *different shifts* as possible (7 am – 7 pm, 11 am – 11 pm, etc.)
- Work **no less than 50 hours/week and no more than 70 hours/week.** Need a total of 200 hours logged. Don't take week days off.

Student Evaluation of the Emergency Medicine Clerkship: At the end of the 4 week rotation, each student will be asked to evaluate his or her experience with the clerkship and preceptor(s). Please take the time to fully and honestly complete all surveys. Each of your comments, whether critical, constructive, or complimentary, is read and appreciated by the clerkship director. Student comments have been and will continue to be used to enhance, change, and mold the clerkship into a more educational and enjoyable experience for all students.

Finally, it is our sincere wish to make the ER clerkship one of the best clinical experiences of your last year in PA school. If at any time you have questions or concerns about your responsibilities, schedules, or any other issues, please contact your clinical coordinator so that we can assist you in any way necessary.

Please remember that all absences from clerkship duties must be approved by the clerkship director and clinical coordinator and must be excused by an official Request of Leave letter from the manual. *Any absence, other than illness, must be excused at least two weeks prior to the event.* Above all, remember to have fun and enjoy your time spent working with infants, children, and adolescents in a variety of health care settings during your time on the primary care Emergency medicine clerkship.

SUMMARY CALENDAR OF DUE DATES:

WEEK	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1		All documentation completed and taken to Clerkship				Quiz #1; fax copy of schedule to Prof Fiscella (859)257-2454	
2						Quiz #2	

3		Mid-clerkship evaluation			Quality Care paper due on BB	Quiz #3	
4						EOC: FINAL EXAM Preceptor; Student eval; PA manager patient log; hard copy of written assignment.	

Clerkship Learning Objectives

The following list is not an inclusive list of emergency conditions or procedures. The student may be tested over other emergency medical conditions that are not listed below.

1.0 Skills and Procedures

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|--|--|
| 1.1 Obtaining an appropriate history | 1.6 Demonstrate knowledge and skill of Universal Precautions |
| 1.2 Performing an appropriate physician examination | 1.7 Uncomplicated lacerations (suturing) |
| 1.3 Selecting and carrying out appropriate laboratory/special studies evaluation | 1.8 Upper extremity venipuncture |
| 1.4 Analyzing clinical and laboratory data | 1.9 Radial artery puncture |
| 1.5 Describing indications for referral, consultation, and ancillary services | 1.10 Intravenous techniques |
| | 1.11 Lumbar puncture |
| | 1.12 Nasogastric intubation |
| | 1.13 Endotracheal intubation |
| | 1.14 Tube thoracostomy |

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|---|---|
| 1.15 Incision and drainage of superficial abscess | 1.22 Wound care |
| 1.16 Cricothyrotomy | 1.23 Anterior and Posterior nasal packing |
| 1.17 Splinting and casting | 1.24 CPR |
| 1.18 Arthrocentesis | 1.25 Gram stain |
| 1.19 Thoracentesis | 1.26 Urinalysis |
| 1.20 Bladder catheterization | 1.27 Wet mounts |
| 1.21 Injection techniques | |

2.0 The physician assistant shall apply the knowledge and skills identified above to plan a workup, compose a differential diagnosis list, and to develop a treatment plan at the level of a primary care physician assistant for the following clinical entities:

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|---------------------------------------|--|
| 2.1 Compromised airways | 2.23 Uveitis |
| 2.2 Shock | 2.24 Vitreous/Retinal hemorrhage |
| 2.2.1 Hypovolemic | 2.25 Ocular burns |
| 2.2.2 Cardiogenic | 2.26 Penetrating/blunt trauma to eye |
| 2.2.3 Obstructive | 2.27 Corneal abrasions |
| 2.2.4 Distributive | 2.28 Corneal & conjunctival foreign bodies |
| 2.3 Coma | 2.29 Maxillofacial & neck trauma |
| 2.4 Subdural hematoma | 2.30 Facial fractures |
| 2.5 Subarachnoid hemorrhage | 2.31 Tooth Injuries |
| 2.6 Cerebral Vascular Accident | 2.32 External ear trauma |
| 2.7 Meningitis & Meningoencephalitis | 2.33 Foreign bodies--nasal & ear |
| 2.8 Reye's Syndrome | 2.34 Perforated Tympanic Membrane |
| 2.9 Seizure / Status Epilepticus | 2.35 Viral Labyrinthitis |
| 2.10 Syncope | 2.36 Tonsillar & Peritonsillar abscess & cellulitis |
| 2.11 Migraine Headache | 2.37 Epiglottitis |
| 2.12 Cluster Headache | 2.38 Croup |
| 2.13 Post-concussive Headache | 2.39 Hemoptysis |
| 2.14 Skull fracture | 2.40 Flail chest |
| 2.15 Cerebrospinal fluid leak | 2.41 Pneumothorax, Tension Pneumothorax, and Hemothorax |
| 2.16 Red/Painful eye | 2.42 Severe Pulmonary Edema |
| 2.17 Unilateral vision loss | 2.43 Acute Asthma Attack/Status Asthmaticus/COPD/Chronic |
| 2.18 Acute angle-closure glaucoma | |
| 2.19 Central retinal artery occlusion | |
| 2.20 Orbital cellulitis | |
| 2.21 Retinal detachment | |
| 2.22 Hyphema | |

	Bronchitis – with respiratory de-compensation/Cystic Fibrosis	2.72	Esophageal varices
2.44	Acute aspiration	2.73	Diverticulosis
2.45	Acute Pulmonary Embolism	2.74	Bleeding/thrombosed hemorrhoids
2.46	Stable and Unstable Angina Pectoris	2.75	Intussusception
2.47	Acute Myocardial Infarction/Q wave/Non-Q wave MI	2.76	Profuse nausea and vomiting
2.48	NSTEMI, STEMI (Non ST segment elevation and ST segment elevation)	2.77	Abnormal vaginal bleeding
2.49	Myocardial Contusion	2.78	Ectopic pregnancy
2.50	Acute congestive heart failure	2.79	Spontaneous abortion
2.51	Hypertensive crisis	2.80	Ruptured ovarian cyst
2.52	Aortic rupture or aneurysm	2.81	Salpingitis
2.53	Tachy-arrhythmias	2.82	Rape
2.54	Sinus Tachycardia	2.83	Hyperemesis Gravidum
2.55	PSVT	2.84	Third-Trimester bleeding
2.56	Atrial flutter/fibrillation	2.85	Pre-eclampsia/eclampsia
2.57	Ventricular Tachycardia	2.86	Trauma in pregnancy
2.58	Torsades de Pointes	2.87	Urolithiasis
2.59	Ventricular fibrillation	2.88	Hematuric
2.60	Brady-arrhythmias	2.89	Acute Renal Failure
2.61	Atrioventricular block – I & III	2.90	Acute UTI – upper/lower
2.62	Sinus Bradycardia	2.91	Torsion of the testicle
2.63	Penetrating/Blunt abdominal trauma	2.92	Priapism
2.64	Acute Appendicitis	2.93	Phimosis and paraphimosis
2.65	Intestinal obstruction	2.94	Spinal cord injury
2.66	Perforated peptic ulcer	2.95	Whiplash (hyperextension) injury
2.67	Gastroenteritis	2.96	Open and closed fractures
2.68	Idiopathic inflammatory bowel disease	2.97	Acute shoulder dislocation
2.69	Acute cholecystitis	2.98	Acute Bursitis/Tendonitis
2.70	Hepatitis	2.99	Knee joint injuries
2.71	Splenic infarct/rupture	2.100	Knee ligament injury
		2.101	Patellar dislocation
		2.102	Hemarthrosis
		2.103	Meniscus injury
		2.104	Lateral collateral ankle ligament sprain
		2.105	Ruptured Achilles tendon
		2.106	Hand injuries/trauma
		2.107	Laceration of flexor/extensor tendons

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|-------|---|-------|---|
| 2.108 | Mallet finger | 2.136 | Circumferential burns of neck, chest, and extremities |
| 2.109 | Boutonniere deformity | 2.137 | Hypothermia |
| 2.110 | Paronychia | 2.138 | Frostbite |
| 2.111 | Felon | 2.139 | Heat exhaustion/Heat cramps |
| 2.112 | Amputations | 2.140 | Heat stroke |
| 2.113 | Nerve injuries | 2.141 | Drowning |
| 2.114 | Acute peripheral ischemia (due to arterial occlusion) | 2.142 | Venomous animal bites |
| 2.115 | Acute venous stenosis | 2.143 | Snakes |
| 2.116 | Deep vein thrombosis | 2.144 | Bees and wasps |
| 2.117 | Superficial thrombophlebitis | 2.145 | Black widow spiders |
| 2.118 | Sickle Cell Anemia | 2.146 | Brown Recluse |
| 2.119 | Toxic Shock Syndrome | 2.147 | Poisoning |
| 2.120 | Exanthematous Disease of Childhood | 2.148 | Sedative-Hypnotic drug overdose |
| 2.121 | Diabetes Ketoacidosis | 2.149 | Alcohol intoxication |
| 2.122 | Hypoglycemia | 2.150 | Narcotic overdose |
| 2.123 | Thyroid Storm | 2.151 | Cocaine overdose |
| 2.124 | Myxedema Coma | 2.152 | Tylenol overdose |
| 2.125 | Acute Adrenal Insufficiency (Addisonian Crisis) | 2.153 | Anaphylactic shock |
| 2.126 | Pheochromocytoma (Catecholamine Crisis) | 2.154 | Intense pruritis |
| 2.127 | Acid-base disturbances | 2.155 | Urticaria and angioedema |
| 2.128 | Respiratory acidosis | 2.156 | Acute Panic attacks |
| 2.129 | Respiratory alkalosis | 2.157 | Manic/depressive states |
| 2.130 | Metabolic acidosis | 2.158 | Suicidal states |
| 2.131 | Metabolic alkalosis | 2.159 | Schizophrenia |
| 2.132 | Smoke inhalation | 2.160 | Fever in infants/children |
| 2.133 | Chemical burns | 2.161 | Physical abuse |
| 2.134 | Severe sunburn | 2.162 | Sexual abuse |
| 2.135 | Electrical burns | 2.163 | Pemphigus Vulgaris |
| | | 2.164 | Drug eruptions |

3.0 The physician assistant student shall demonstrate the knowledge of the actions, indications, and contraindications of the pharmacologic agents commonly used in emergency department settings including:

- | | | | |
|-----|----------------------------------|-----|--------------------------|
| 3.1 | Fluid and electrolyte solutions | 3.5 | Anti-inflammatory agents |
| 3.2 | Antibiotics-topical and systemic | 3.6 | Anti-emetic agents |
| 3.3 | Analgesics | 3.7 | Ophthalmologic agents |
| 3.4 | Muscle relaxants | 3.8 | Anti-seizure agents |

3.9 Coma reversal agents

4.0 The physician assistant student shall demonstrate knowledge in aspect of rapport with patients and healthcare professionals, including:

- 4.1 Confidentiality
- 4.2 Quality assurance
- 4.3 Risk management
- 4.4 Professional practice regulations
- 4.5 Comprehensive/problem specific health record documentation
- 4.6 Cultural differences in health behavior/utilization
- 4.7 Interdisciplinary approaches to
health care delivery
- 4.8 Health professional role in multidisciplinary settings