# Obstetrics and Gynecology Syllabus

**Academic Year 2018-2019**

*Approved by the Curriculum Committee 3-23-18*

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General Clerkship Information

Course Code: OBGP 835  
Credit Hours: 6  
Prerequisites: All students must successfully pass all pre-clerkship curricular elements in order to progress to the third year  
Clerkship Length: 6 weeks  
Clerkship Website: [http://phoenixmed.arizona.edu/education/md-admissions/md-program/curriculum/year-3-curriculum/clerkships/obgyn](http://phoenixmed.arizona.edu/education/md-admissions/md-program/curriculum/year-3-curriculum/clerkships/obgyn)  
Clerkship Resources: [https://sites.google.com/a/email.arizona.edu/clerkship-resources/obstetrics-gynecology](https://sites.google.com/a/email.arizona.edu/clerkship-resources/obstetrics-gynecology)

Clerkship Contacts

Clerkship Director Name: Laura Mercer, MD FACOG, Clerkship Director

Office phone: (602) 827-2078  
Email: ltmercer@email.arizona.edu  
Office location: 435 North Fifth Street, B529  
Phoenix, AZ 85004

Course Description

The Obstetrics and Gynecology Clerkship utilizes a variety of well-supervised clinical settings exposing students to a broad array of patients, organized interactive learning experiences, and directed readings allowing motivated students to establish a solid foundation of skills and knowledge for their future career choices.

Clinical Sites

Maricopa Integrated Health System  
Banner University Medical Center  
St. Joseph’s Hospital
Educational Program Objectives

The Educational Program Objectives are comprised of competencies and the measurable objectives by which attainment of each competency can be assessed. The full text of the University of Arizona, College of Medicine – Phoenix Educational Program Objectives (EPO) can be accessed at Educational Program Objectives and require dissemination as noted in the Orientation to EPOs and Course Objectives Policy.

Clerkship Specific Learning Objectives

Each Obstetrics and Gynecology Clerkship objective listed below has been mapped with relevant Competencies, i.e., Patient Care, Medical Knowledge, Clinical Appraisal and Quality Improvement, Interpersonal and Communication Skills, Professionalism and Societal Awareness and Responsiveness and is available within One45.

1. Develop competence in the medical interview and physical examination of women and incorporate ethical, social, and diversity perspectives to provide culturally competent health care.
2. Apply recommended prevention strategies to women throughout the lifespan.
3. Recognize his/her role as a leader and advocate for women.
4. Demonstrate knowledge of preconception care including the impact of genetics, medical conditions and environmental factors on maternal health and fetal development.
5. Explain the normal physiologic changes of pregnancy including interpretation of common diagnostic studies.
6. Describe common problems in obstetrics.
7. Demonstrate knowledge of intrapartum care.
8. Demonstrate knowledge of postpartum care of the mother and newborn.
9. Describe menstrual cycle physiology, discuss puberty and menopause and explain normal and abnormal bleeding.
10. Describe the etiology and evaluation of infertility
11. Develop a thorough understanding of contraception, including sterilization and abortion.
12. Demonstrate knowledge of common benign gynecological conditions.
13. Formulate a differential diagnosis of the acute abdomen and chronic pelvic pain. (Describe appropriate imaging modalities)
14. Describe common breast conditions and outline the evaluation of breast complaints.
15. Demonstrate knowledge of perioperative care and familiarity with gynecological procedures.
16. Describe gynecological malignancies including risk factors, signs and symptoms and initial evaluation.
17. Provide a preliminary assessment of patients with sexual concerns.
Attendance Requirements

All clerkship experiences are mandatory, and any absence must be recorded. Excused absences will be remediated as deemed appropriate by the clerkship director and are not to exceed 0.5 days per week on average. Exceptions to this may be considered in consultation with the Clerkship Director and the Associate Dean for Student Affairs. Please see the Attendance and Absence Years 3 and 4 Policy, the Leave of Absence Policy and the Attendance Expectations and Absence Reporting Requirements Policy.

Required/Suggested Reading

1. Beckman: Obstetrics and Gynecology, 7th edition. Each student is provided a copy of the book and it must be returned on the day of the shelf exam.
2. Association of Professors of Gynecology and Obstetrics (APGO) website: www.apgo.org
   a. uWise question bank
   b. Educational topics and cases
   c. Educational video series
3. American College of Obstetricians and Gynecologists (ACOG) website: www.acog.org
   a. Register as a medical student member (free!) to access Practice Bulletins and Committee Opinions
4. Useful free apps:
   a. Remind (allows for smart-phone based communications with the clerkship director; details during orientation)
   b. ACOG (access Practice Bulletins and Committee Opinions on the fly once you have your medical student membership log in)
   c. US CDC Medical Eligibility Criteria (MEC) for Contraception
   d. CDC STD Treatment Guide
   e. LactMed by NICHD (use of drugs in breastfeeding)
   f. Ferring Pregnancy Wheel (most accurate and comprehensive wheel app)
   g. APGO WellMom Managing NVP (nausea and vomiting of pregnancy)
   h. EFM guide (reference for fetal heart rate tracing nomenclature)
   i. Pap Reader (free but a good reference for ASCCP algorithms – ASCCP app is $10)
   j. AHRQ ePSS (USPSTF guidelines and recommendations)
   k. CDC Vaccine Schedule
   l. Prognosis: Your Diagnosis (case-based modules for study)
5. Additional resources, handouts, website links and didactic assignments can be found on One45.
Required Clinical Experience Logs

A system has been established at the UA COM-P to specify the types of patients or clinical conditions that medical students must encounter, and to monitor and verify the medical students’ experiences with patients so as to remedy any identified gaps as detailed in the Core Clinical Skills Observation Policy.

For this clerkship, medical students must encounter the following types of patients and clinical conditions and indicate the level of student responsibility.

The standardized levels of student responsibility include the following:

1. Observe and Discuss: This may include observing another member of the team interview a patient, perform a procedure or physical exam, etc.; and discussion of the case, condition, or other relevant components.
2. Actively Participate in Care: This category indicates more active responsibility for the patient, such as performing a physical exam and workup, entering progress notes or history and physicals (H&Ps), presenting the patient on rounds, scrubbing into a case, and/or counseling or discussing prevention with the patient.
3. Perform Procedure: This is defined as the student performing the procedure with supervision.

Please review the Faculty Supervision of Medical Students in Clinical Learning Situations Policy and the Faculty Supervision of Sensitive Physical Examination Policy. The procedures and clinical conditions will be recorded in the student’s “Procedure Logs” and reviewed with the site or Clerkship Director at the mid-clerkship review.

<table>
<thead>
<tr>
<th>Required Procedures</th>
<th>Clinical Setting (Inpatient, Outpatient, or Both)</th>
<th>Level of Student Responsibility (observe, actively participate, perform)</th>
<th>Alternative Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cervical exam on patients on laboring patient</td>
<td>Inpatient</td>
<td>Perform procedure</td>
<td>Simulation</td>
</tr>
<tr>
<td>Cesarean Section second assist</td>
<td>Inpatient</td>
<td>Perform procedure</td>
<td>Additional Clinical Sessions, Simulation</td>
</tr>
<tr>
<td>Contraceptive counseling</td>
<td>Inpatient or Inpatient</td>
<td>Perform</td>
<td>Additional Session, Simulation, SP</td>
</tr>
<tr>
<td>Delivery Note</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Simulation</td>
</tr>
<tr>
<td>Fetal heart rate tracing interpretation (NST, Laboring)</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions, Simulation</td>
</tr>
<tr>
<td>GYN brief operative note</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>GYN postoperative (SOAP) note</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions</td>
</tr>
</tbody>
</table>
### Required Procedures

<table>
<thead>
<tr>
<th>Required Procedures</th>
<th>Clinical Setting (Inpatient, Outpatient, or Both)</th>
<th>Level of Student Responsibility (observe, actively participate, perform)</th>
<th>Alternative Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>GYN preoperative (H&amp;P) note</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>H&amp;P documentation and oral presentation on patient being admitted to Labor and Delivery</td>
<td>Inpatient</td>
<td>Actively participate</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>Pelvic (speculum and bimanual) examination</td>
<td>Outpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions, SP</td>
</tr>
<tr>
<td>Routine prenatal care follow-up visit</td>
<td>Outpatient</td>
<td>Perform</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>Sterile technique demonstration</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Additional Clinical Session, Simulation</td>
</tr>
<tr>
<td>Suturing (one and two hand knot tie)</td>
<td>Inpatient</td>
<td>Perform</td>
<td>APGO Clinical Skills Curriculum Module: Knots and Sutures;</td>
</tr>
<tr>
<td>Normal Spontaneous Vaginal Delivery (NSVD) performed with assist</td>
<td>Inpatient</td>
<td>Perform</td>
<td>Simulation</td>
</tr>
</tbody>
</table>

### Required Diagnosis

<table>
<thead>
<tr>
<th>Required Diagnosis</th>
<th>Clinical Setting (Inpatient, Outpatient, or Both)</th>
<th>Level of Student Responsibility (observe, actively participate, perform)</th>
<th>Alternative Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abnormal Uterine Bleeding (GYN)</td>
<td>Inpatient or Outpatient</td>
<td>Observe and discuss</td>
<td>Simulation</td>
</tr>
<tr>
<td>First Trimester Bleeding - SAB (may include ectopic pregnancy ) (OB)</td>
<td>Inpatient or Outpatient</td>
<td>Observe and discuss</td>
<td>Simulation</td>
</tr>
<tr>
<td>Menopause / “Peri” menopause (GYN)</td>
<td>Outpatient</td>
<td>Observe and discuss</td>
<td>Simulation</td>
</tr>
<tr>
<td>Pelvic Pain (GYN)</td>
<td>Inpatient or Outpatient</td>
<td>Observe and discuss</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>Postpartum hemorrhage</td>
<td>Inpatient</td>
<td>Observe and discuss</td>
<td>Simulation</td>
</tr>
<tr>
<td>Hypertension in Pregnancy (OB)</td>
<td>Inpatient or Outpatient</td>
<td>Observe and discuss</td>
<td>Additional Clinical Sessions</td>
</tr>
<tr>
<td>Sexually Transmitted Infections/PID (GYN)</td>
<td>Inpatient or Outpatient</td>
<td>Observe and discuss</td>
<td>Additional Clinical Sessions</td>
</tr>
</tbody>
</table>
Alternative Experiences

Students are expected to meet the required clinical experiences and procedures listed in the tables above. If the student does not encounter all the required clinical experiences as listed within the procedures and diagnoses tables, the student will remedy the gap by completing the alternative experience, utilizing the process below:

1. The student will notify the Clerkship Director that an alternative experience is needed for a procedure or diagnoses at least seven days prior to the end of the clerkship.
2. An approved alternative experience/requirement is completed.
3. When logging procedures and diagnoses in One45, the alternative experiences should be identified by selecting the appropriate radio button under Setting and Patient Encounter.

Didactic Sessions

Location: University of Arizona College of Medicine 435 North 5th Street, HSEB Room B301, Phoenix, AZ 85004

Clinical Skills
A. Anatomy Lab
B. Preconception Care and Assessment of Genetic Disorders
C. Maternal-Fetal Physiology
D. Reproductive Life Planning (Counseling and Contraception)
E. Obstetrical Complications (Pregnancy-Related Diagnoses)
F. Vaginal Bleeding in the ED Simulation (Abdominal Uterine Bleeding, First Trimester Bleeding, Pregnancy of Unknown Location)
G. Obstetrical Emergencies Simulation
H. Bioethics Panel
I. Gynecological Neoplasia Simulation
J. Observed Standardized Clinical Exam-GYN and Pelvic Exam
K. Medical Comorbidities Affecting Pregnancy
L. STD and UTIs
M. Menopause
N. Infertility/PCOS
O. Review Session
Urgent/Emergent Health Care Services

For a list of emergency contact numbers please visit the College of Medicine’s website at the following link: [http://phoenixmed.arizona.edu/security-emergency-numbers](http://phoenixmed.arizona.edu/security-emergency-numbers).

Students may also contact the Associate Dean of Student Affairs at 602-827-9997.

All sites are assessed for student safety. Details of this assessment are included in the Training Site Safety Policy. Faculty and Staff shall not provide medical care for students. Please see the Faculty Providing Medical Care for Students Policy and the Faculty Providing Counseling for Students Policy for details and rationale.

COM-P requires that all students have an updated immunization record. Please see the Immunization and Health Screening Policy for details regarding the contents of the record.

In the event of any exposure to blood/bodily fluids through mucous membranes or the skin, see the following Student Occupational Exposure Policy.

Expectations for Mobile Communication

The student must be reachable at all times during usual extended work hours and on-call hours, and if in clinical setting, the student should respond within 15 minutes. The students may choose not to provide their cell phone numbers. In that case, the students will be provided a COM-P pager. The student also has the option to give their mobile number for texts; however, the pager and/or voice capability of the cell phone must be functional and available i.e., on the student’s person for calls/pages daily. Not responding to calls or pages will be viewed as a deficit in Interpersonal Skills and Communication, as well as Professionalism.

Accessibility and Accommodations

Disability Resources (DRC) provides support to faculty in creating access for disabled students, both through course design and reasonable accommodations. Please contact them at 520-621-3268 with questions or visit DRC’s website at [http://drc.arizona.edu/instructors](http://drc.arizona.edu/instructors) for information and resources. It is the University’s goal that learning experiences be as accessible as possible.

To establish reasonable accommodations, the student must contact the DRC at [DRC-Info@email.arizona.edu](mailto:DRC-Info@email.arizona.edu) or 520-621-3268. Please review the Disability Resource Policy for additional detail. The student is welcome to contact the Associate Dean of Student Affairs at 602-827-9997 to discuss options.
Assessment Process

A mid-clerkship assessment for each student is required as per the Mid-Clerkship Formative Assessment policy. The mid-clerkship assessment will be completed by the Primary Clinical Site Director or a designated faculty member at the student’s primary clinical site using criteria included in the College of Medicine mid-clerkship assessment form. This form includes performance criteria as well as a portion for narrative comments.

The student’s mid-clerkship performance must be reviewed in a face-to-face meeting with a Clinical Site Director or designee, and the student and Clinical Director or designee must sign the mid-clerkship assessment form as an acknowledgement of the assessment. The timing of the mid-clerkship assessment is during a specific window of dates as specified by policy and LCME. Students are required to proactively plan on timely completion of the meeting in discussion with the faculty member who will be completing the review. If there are identified challenges to meeting during the specified window of time, the Clerkship Director must be notified as soon as possible.

Additionally, throughout the clerkship, faculty and residents engaged in student teaching and supervision will provide formative feedback in a variety of formats (e.g. review of progress notes, H&P, direct observation forms, informal verbal feedback and written narratives, etc.) that may be communicated in writing or verbally. The purpose of this feedback is to identify strengths and opportunities for improvement. Any significant deficiencies or concern should be communicated to the Clerkship Director and/or Primary Clinical Site Director with written documentation that the feedback has been provided to the student. In the event that deficiencies are noted late in the clerkship, timely feedback will be given. The PRIME+ form will be used by clinical faculty and residents to guide formative feedback, will be collected by the Clerkship Director and Primary Clinical Site Directors and will be considered when compiling feedback for the end-of-rotation assessment.

A minimum of one clinical end-of-rotation assessment per clerkship or rotation within a clerkship, will be submitted for the student’s clinical score by the Primary Clinical Site Director or appointee. It should be noted that faculty at COM-P who are family members of the student or have a personal relationship with the student may not be involved in the academic assessment or promotion of the medical student as described in the Conflict of Interest-Assessment and Evaluation Policy.

Where applicable, multiple end-of-rotation assessments will be considered in the clinical score calculation (see below under “grading”) providing each assessor has had significant interaction with the student. In the instance that only one end-of-rotation assessment is submitted, it will be a collaborative assessment from the preceptors who had significant interaction (as defined by the Clerkship Director) with the student. Where only a single faculty member has been assigned to work with a student, this faculty member will provide an assessment for the student.

All end-of-rotation assessment forms and the clerkship final grade form will be available to be viewed by students by six (6) weeks after the end of the clerkship according to the Reporting Timeline for Final Grades policy in One45.
Standardized Grading Process

The final clerkship grade will be determined by the clerkship director using the composite score (comprised of clinical score, exam score, “other” score, and additional criteria for grading approved by the Curriculum Committee (explained further in the “calculating the final grade” section below. The final clerkship grade will be divided into four categories: Honors, High Pass, Pass, or Fail (H, HP, P, F). Details regarding grading in the clerkships are included in the Grading and Progression for Clerkships Policy.

There will be no rounding in the calculation of the grades. Below is a listing of the components of the composite score:

I. Clinical Score: The clinical score accounts for 50% of the composite score. The clinical score is calculated through assessment of student performance within each individual (Educational Program Objective) EPO. The final EPO score is determined by averaging scores on the end of rotation assessment for each EPO. The clinical score is the average of all final EPO Scores.

II. Exam Score: The NBME shelf exam score accounts for 30% of the composite score. A student, who fails the shelf examination and is successful in the retake of the examination, cannot be awarded any grade higher than a “Pass” for the clerkship. (See Clerkship Grading after Examination Failure Policy for additional details)

III. “Other”: The “OTHER” score accounts for 20% of the composite score. It is the point total for the other observable learning activities specific to the clerkship. Students must attain 60% of these points in order to pass the clerkship.
The Clerkship Director, prior to calculating the clinical score, will ensure that the minimum number of required assessments are available to calculate the clinical score. Once grades are submitted by the 6 week LCME deadline, no further information will be sought nor will additional assessments be accepted.

<table>
<thead>
<tr>
<th>Academic Participation</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>uWise Self-Assessment Quizzes</strong></td>
<td>5 points available = 25% of “other” points</td>
</tr>
<tr>
<td>Access to the website will be provided to students during orientation. Please see summary assignment sheet for deadlines.</td>
<td>Timely completion of each quiz (1 point each, 20%)</td>
</tr>
<tr>
<td></td>
<td>Score on final quiz (1 point, 5%)</td>
</tr>
<tr>
<td><strong>Obstetrical Emergency Simulation Preparation Assignments</strong></td>
<td>1 point available = 5% of “other” points</td>
</tr>
<tr>
<td><strong>OSCE Pelvic Exam</strong></td>
<td>10 points available = 50% of “other” points</td>
</tr>
<tr>
<td>During the last week of the clerkship, the student will be required to do an observed standardized clinical exam using standardized gyn-trained patients. The student will be expected to obtain an age appropriate H&amp;P, as well as write a SOAP note (using USMLE Step 2 CS format) that includes differential diagnoses, support for each differential diagnosis, and a patient-centered plan. Student expectations include demonstrating empathy, establishing trust, and developing a partnership plan with the patient.</td>
<td>In order to pass the OSCE, the student must:</td>
</tr>
<tr>
<td></td>
<td>-- score at least 70% on the OSCE checklist</td>
</tr>
<tr>
<td></td>
<td>-- complete the OSCE without the encounter needing to be halted</td>
</tr>
<tr>
<td></td>
<td>-- exhibit professionalism and preparedness</td>
</tr>
<tr>
<td></td>
<td>Failure of the OSCE will result in remediation and repeat of the OSCE. A second failed OSCE will result in failure of the clerkship</td>
</tr>
<tr>
<td><strong>H&amp;P, patient and PICO presentation</strong></td>
<td>4 points available = 20% of “other” points</td>
</tr>
<tr>
<td>Students will meet with their assigned preceptor to present both written and verbal presentation of a patient as well as to present their researched evidence-based answer to a PICO question prompted by the student’s patient.</td>
<td></td>
</tr>
</tbody>
</table>
Calculating the Final Grade

The Clerkship Director is responsible for determination of each student’s final grade based on the clerkship specific thresholds included in the table below. The final grade is determined by the composite score and the additional requirements listed below the table. No rounding of scores will be considered.

<table>
<thead>
<tr>
<th>CLINICAL (50%)</th>
<th>OTHER (20%)</th>
<th>EXAMINATION (30%)</th>
<th>COMPOSITE</th>
<th>FINAL GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Score</td>
<td>Qualifies for</td>
<td>Score</td>
<td>Qualifies for</td>
<td>Score</td>
</tr>
<tr>
<td>2.6 - 3.0</td>
<td>Honors</td>
<td>84-100</td>
<td>Honors</td>
<td>&gt;83.1</td>
</tr>
<tr>
<td>N/A</td>
<td>High Pass</td>
<td>80-83</td>
<td>High Pass</td>
<td>74.1-83</td>
</tr>
<tr>
<td>2.0 - 2.59</td>
<td>Pass</td>
<td>63-79</td>
<td>Pass</td>
<td>64-74</td>
</tr>
<tr>
<td>&lt; 2.00</td>
<td>Fail</td>
<td>&lt;64</td>
<td>Fail</td>
<td>&lt;64</td>
</tr>
</tbody>
</table>

The student fails the clerkship if any of the following occur:
1. The composite clinical score is <2.0, OR
2. Achievement of a level 1 for two or more EPOs, OR
3. Failure of the shelf exam on the initial attempt as well as the retake, OR
4. Achievement of a score of less than 60% from the “OTHER” requirements, OR
5. Achievement of a total composite score of Fail

The Clerkship Grading Calculator is posted in One45 for assistance calculating the Final Clerkship grade.

The following requirements must be completed by 8am Tuesday after the end of the rotation.
1. Duty hour logging: See the Duty Hours Policy for specifics regarding documentation of hours and a description of a violation.
2. Logging of required clinical encounters (“Procedure logging”- PX/DX)
3. Completion of the Mid-clerkship Feedback form (see the Mid-Clerkship Formative Assessment Policy for additional detail)
4. Completion of assigned site, faculty and end of the clerkship evaluations (see the Course and Faculty Evaluation by Student Policy for additional detail).

If the requirements are not completed by the deadline, the medical student will receive a grade of Incomplete until these assignments are complete. Once completed late, a student will receive a grade no higher than Pass. Compliance with these deadlines will be determined by the Office of Assessment and Evaluation and reported to the Clerkship Director.
Additional Grading Criteria

1. The student can only receive a final grade of Honors if they achieve Honors on the clinical score and if the exam score meets the minimum threshold for Honors.
2. The student can only receive a final grade of High Pass if the exam score meets the minimum threshold for High Pass and the composite is greater than 74%.
3. The student who fails the initial shelf examination attempt and is successful in a retake of the shelf examination cannot be awarded any grade higher than a Pass for the clerkship. See the Clerkship Grading after Examination Policy for more detail.
4. Receiving a Level 1 on one EPO will make the student ineligible for a grade higher than pass

A level 1, 2, or 3 is generated for each EPO based on the scale below as described in detail in the Competency Assessment Policy.

- Level 1 = 1.00-1.99
- Level 2 = 2.00–2.59
- Level 3 = 2.60-3.00

A level 1 can be generated for an EPO based on the following ways:

a) Final EPO score <2.0
b) Two or more separate faculty raters assign a rating of <2.0 on the same individual EPO, this will result in a Level 1 even if the final EPO score is >2.0.
c) Assigned by clerkship director based on prolonged demonstration of performance not meeting expectations, a substantial incident, extreme behavior or other events that warrant the level 1 as determined by the clerkship director.

Feedback to the student by an assessor (site director, attending, Clerkship Director or resident) regarding any problematic behavior in order to offer the student the opportunity to improve should have occurred prior to assigning a score of <2.0 on an EPO. In the event that a critical incident occurs late in the clerkship, timely feedback will be provided.

Narrative Feedback

The Clerkship Final Grade Form will be completed by the Clerkship Director. The Clerkship final grade form includes two separate areas that include narrative feedback. The first area includes formative comments from the End of Rotation forms and PRIME+ forms; the second includes formalized summative comments which will be included in the Dean’s Letter (MSPE). The summative final comments are generally not a direct cut and paste but rather a sample summary determined by the Clerkship Director.

The Clerkship Director has the right to include or not include comments based on their interpretation of which comments best summarize the student’s performance over the entirety of the clerkship. Students are not permitted to pick specific comments to be included or excluded in their narrative grade form.
Students do not grade or summarize their own performance. Any concerns regarding narrative comments may be addressed to the Clerkship Director or Associate Dean of Student Affairs.

**Required Student Evaluation**

Student evaluation of the clerkship, sites, and assigned didactics is required. The student must complete the evaluations online in the required time frame. All comments will be expected to model constructive feedback using the W3 model and must contain references and comments to specific behaviors and/or events (positive or negative).

If the student does not complete the required evaluations within one week after the end of the clerkship, the student will be required to submit the missing evaluation data in narrative form within the second week after the clerkship.

- Once the student has successfully submitted their evaluation in narrative form within the second week after the clerkship the student will have successfully demonstrated meeting expectations in Professionalism.
- If the student has not successfully submitted their evaluation in narrative form within the second week after the clerkship the student will be considered as having not met expectations and the Level 1 rating for the EPO targeting giving and receiving constructive feedback, will be automatically assigned resulting in a final grade of no higher than Pass.

For more information, see the [Course and Faculty Evaluation by Student Policy](#).

**Summary Sheet Reminders for the OB/GYN Clerkship**

**Week 1:**
- Complete APGO uWise 50 question quiz on Day 1 of the clerkship
- Complete at least one PRIME+ feedback form with clinical faculty or resident

**Week 2:**
- Complete APGO uWise 50 question quiz (either OB or GYN) by Sunday at 11pm
- Complete at least one PRIME+ feedback form with clinical faculty or resident

**Week 3:**
- Meet with your Site Director, Preceptor or Designee for your mid-clerkship evaluation
- Complete at least one PRIME+ feedback form with clinical faculty or resident
Week 4:

- Complete OB Emergency Modules for Simulation Session by Tuesday at noon.
- Complete APGO uWise 50 question quiz (the other of either OB or GYN) by Sunday at 11pm
- Complete at least one PRIME+ feedback form with clinical faculty or resident

Week 5:

- Complete APGO uWise 100 question quiz (comprehensive) by Sunday at 11pm
- Complete at least one PRIME+ feedback form with clinical faculty or resident

Week 6:

- Monday is your OSCE – make sure you’re ready!
- Complete at least one PRIME+ feedback form with clinical faculty or resident
- Thursday: you are done at NOON... but don’t wait until then to study for your Shelf!

PxDx logs, duty hour logs, and evaluation forms should be completed on an ongoing basis throughout the clerkship but must be completed by 8am Tuesday after the end of the rotation.

One45: Curriculum Management System

One45 is the curricular management system used to manage assessments about students, and to access learning materials and schedules. General information about the clerkship rotations, such as syllabi, site information, maps, links, etc. will be attached as handouts to each clerkship “course” under Handouts and Links within one45. You can access one45 at the web address: comprx.one45.com

For Faculty and Site Coordinators: If your role requires you to review clerkship rotation schedules, you can view these schedules, as organized by the Clerkships Office, within one45. These schedules include rosters of students scheduled to rotate to your site for specific dates. Unless special arrangements have been made for your particular site, hourly clinical schedules are not stored in one45, and should be communicated directly to students.

Assessments are collected via one45, and automatic emails are sent to assessing attendings with instructions and reminders to complete. A list of pending and completed assessments can be reviewed in one45, if applicable.

Students will also use one45 to log observed procedures and diagnoses at clinical sites. Please note that students are able to use their smartphones to make log entries on-the-go, if allowed by site policy.

For Students: one45 will continue as your curricular clerkship management system and will still be used to complete evaluations and access learning materials. It will also house the schedule, objectives, and materials for your clerkship didactic sessions, similar to how your blocks were organized in the MS2 year.
Clerkship rotation scheduling will look different in one45, as you will all be on separate clerkship rotations. This rotation schedule will appear to you as a week-by-week lineup of clerkship rotations, rather than “hour by hour”, because the actual hours you spend at your clerkship site will be determined and managed by the clinical site coordinators. Those hourly schedules will not appear ahead of time in one45, so you should keep track your daily schedule on your own. However, you will be asked to record your “duty hours” (hours spent on rotation at the sites) after-the-fact in one45, to maintain compliance with ACGME standards.

**Professionalism Resource**

The Professional Resource Office (PRO) provides guidance, support and information to students on professionalism issues. The PRO supports students in the development of strong, positive professional practices with peers, faculty, patients and the broader community through effective communication and conflict management.

- Professionalism concerns may be reported directly to the Clerkship Director or included in the student evaluation of the clerkship.
- The [Professionalism Conduct Comment Form](#) is an additional mechanism for students to report any concerns, including those about supervision, and it exists across the four-year curriculum. This mechanism ensures anonymity and is collected directly by the Professional Resource Office. This form may be submitted either online or in hard copy to the comment box located on the main floor of the Health Sciences Education Building.

COM-P is committed to creating and maintaining an environment free of discrimination, harassment and retaliation that is unlawful or prohibited by university policy. Please see the [Mistreatment of Medical Students Policy](#), the [Anti-Harassment and Nondiscrimination Policy](#) and the [Professionalism Policy](#) for additional information. In addition, professional attributes are expected of all students. These attributes are within the [Teacher Learner Compact](#).

Beth Schermer and Rosemarie Christofolo are the liaisons for the Professional Resource Office. Their office is in HSEB A451. They can reach them by telephone, text or email.

<table>
<thead>
<tr>
<th>Beth Schermer</th>
<th>Rosemarie Christofolo</th>
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<tbody>
<tr>
<td>602-549-9847</td>
<td>480-862-4963</td>
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<td><a href="mailto:schermer@email.arizona.edu">schermer@email.arizona.edu</a></td>
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