Family Medicine Clerkship Syllabus

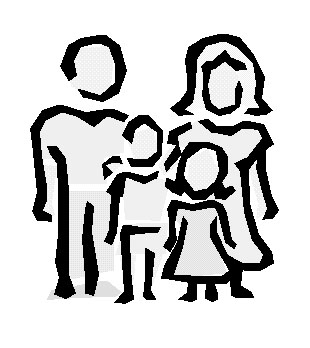


Academic Year 2023-2024

Clerkship Leadership and Staff

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| http://profiles.sc-ctsi.org/profile/Modules/CustomViewPersonGeneralInfo/PhotoHandler.ashx?NodeID=12777065 | **Kate Gibson, M.D.**  Clinical Assistant Professor of Family Medicine  Clerkship Director  Cell 626-827-1008  [katherine.gibson@med.usc.edu](mailto:katherine.gibson@med.usc.edu) |
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Family Medicine Clerkship office hours  
9:30 a.m.-4:00 p.m. Monday through Thursday and by appointment.

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# family living

# Introduction

Welcome to the Keck-USC Family Medicine Clerkship!

***The mission of the Keck-USC Family Medicine Clerkship is to provide a community-based learning environment for medical students to experience the depth and breadth of family medicine that comprises comprehensive patient-centered care across the lifespan, develop evidence based approach to management of preventative, acute, and chronic care, observe the continuity of care that creates a unique patient-physician relationship, and appreciate the family physician’s expertise in managing resources and coordinating care within complex health systems.***

According to the American Academy of Family Physicians, “Family medicine is the medical specialty which provides continuing, comprehensive health care for the individual and family. It is a specialty in breadth that integrates the biological, clinical and behavioral sciences. The scope of family medicine encompasses all ages, both sexes, each organ system and every disease entity.” (1986) (2005)

Furthermore, AAFP describes the specialty of Family Medicine as a three-dimensional specialty, in which ***process*** elements are uniquely emphasized while incorporating ***knowledge and skills*** common to many other medical disciplines. “At the center of this process is the ***patient-physician relationship*** with the patient viewed in the context of the family. ***It is the extent to which this relationship is valued, developed, nurtured and maintained that distinguishes family medicine from all other specialties.”*** (1992, 2006)

[](http://www.aafp.org/)

American Academy of Family Physicians

<http://www.aafp.org>

**Please note that you are responsible for knowing and following the** [Keck School of Medicine Student Policies](http://medweb.usc.edu/policies).



**Family Medicine Clerkship Goals**

1. Develop an appreciation for the critical role of family physicians within any health care systems.
2. Develop therapeutic relationships with patients.
3. Identify own strengths and vulnerabilities. Recognize how experiences and your reactions to them help shape your professional identity as a future physician.

# Family Medicine Clerkship Objectives

# The clerkship objectives support achievement of the KSOM Educational Program Objectives: <https://medstudent.usc.edu/academics/ksom-educational-program-objectives/>.

By the end of the Family Medicine Clerkship, the medical student will be able to, in real or simulated patient care settings:

1. Identify the alert signs and symptoms that distinguish serious underlying pathology from more routine conditions in the common acute, chronic, and mental health presentations covered in the Required Clinical Encounters case list.
2. Accurately gather and interpret essential data from patient history, physical, and diagnostic studies and formulate an assessment and plan for the initial evaluation and management of common acute, chronic, mental health, and preventive health concerns covered in the Required Clinical Encounters case list.
3. Conduct follow-up visits with patients having one or more common chronic diseases.
4. Communicate effectively with patients, families, and other members of the healthcare team to provide patient-centered collaborative care
5. Use motivational interviewing skills to improve patient adherence to healthcare plans and behavioral changes.
6. Provide effective patient education that takes into account health literacy, personal (spiritual, psychological, familial), community (socio-cultural, geographic, and environmental) and healthcare system barriers (cost of care, availability of services, primary care access) that affect patients’ health and their ability to obtain and use health care.
7. Identify resources outside the clinical setting in a practice community that support positive health outcomes for diverse patients and families.

In addition to the general clerkship objectives listed above, each learning activity during orientation week will present activity-specific objectives which also correspond to the KSOM Educational Program Objectives.

# Clerkship Structure

The first week of the six-week clerkship is an Orientation Week of didactics delivered on the HSC campus and remotely in a variety of interactive and case-based activities designed to better-prepare students for the unique environment of community-based, outpatient family medicine, as well as for the final subject exam. The next four-and-a-half weeks are spent in one of our community-based family medicine practices. Students return to HSC campus for an OSCE, Wrap-Up session and subject exam on the last 2 days of the rotation.

# http://robohub.org/wp-content/uploads/2014/10/bigstock-Silhouettes-wheelchair-and-cro-63621802.jpg

# Wellness Day

Wellness days are mandatory and are incorporated into clerkship schedules to provide students with an opportunity to attend to their personal wellbeing. Students are released from clinical duties one full day for each 6-week clerkship and 1/2 day for each 4-week clerkship.

# Clerkship Learning Activities

The Family Medicine Clerkship is an ambulatory, primary care experience where students will serve as the first point of contact in the healthcare system for most of their patients. In addition to their regular outpatient clinic hours, Family Physicians sometimes provide care in nursing homes, make home visits, admit/round on hospital patients, conduct telemedicine visits, volunteer in free clinics, cover sporting events or do team physicals, attend or speak at “Grand Rounds,” and more. Students are expected to work alongside their preceptors during all clinical and administrative activities, when possible, to appreciate the comprehensive nature and variety of Family Medicine. This preceptorship experience often allows students to develop a collegial relationship with preceptors and gain significant autonomy with patients.

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# Required Assignments

*See the* “Assignment Sheet” for a *list of assignment due dates and subject exam preparation resources.*

1. “OUTSIDE THE CLINIC WALLS” ACTIVITY:

The health of our patients is influenced by their social, economic, political, cultural, and physical environments. Within these contexts, patients use a variety of non-clinical resources to promote wellness and combat disease outside of typical clinical care. As Family Medicine physicians who treat the whole person within the micro- and macro-environments of family and community, it is imperative that we are aware of the plethora of resources available to and utilized by our patients “outside the clinic walls,” especially by “at-risk” patient populations. To increase awareness, students will research at least one community-based health resource. You will be asked to submit 2 resources for the Case Discussion on chest pain.

1. AQUIFER CASE COMPLETION: <https://aquifer.org/>

All students must complete the following Aquifer case during Orientation week: Family Medicine 08

1. SOAP NOTE: All students must complete a SOAP note during Orientation week based on Aquifer case – Family Medicine 08.
2. FINAL NARRATIVE EXERCISE:

***“If you take the stories out of medicine, there’s little left.”***--Rita Charon MD PhD

You will complete a final writing exercise which will be discussed in detail during the “Professional Identity Formation” session of Orientation Week. These writings will provide the groundwork for the end-of-clerkship Wrap-Up session. You may write reflectively about experiences with patients or clinicians; you may choose to write creatively (short story, poem); you may write from the point of view of a patient whom you’ve encountered; you may choose to submit a painting or other art *(if you choose to do this, please submit a paragraph explaining your work by the due date and bring your work to share at the Wrap-Up).*

This exercise is meant to be an opportunity to reflect on the richness and intensity, the joys and the struggles, of clinical practice, and on your own journey this year. Please tell us a story about what you’ve learned this year—a story about your own process of becoming a physician. We look forward to reading your work, and to sharing some of your stories within your clerkship group at the Wrap-up session. **Submit completed narrative by due date on Assignment sheet by uploading to *Elentra***

1. CLINICAL SKILLS DIRECT OBSERVATION:

**PHYSICAL EXAM – MSK**The Keck School of Medicine has assigned a **focused patient history w/musculoskeletal exam** to be completed during the Family Medicine Clerkship and requires that each student is observed and signed off by their preceptor/faculty.

1. FINAL WRAP-UP SESSION:

**All students must attend the wrap up session in person or remotely**. This session will give us the opportunity to share your experiences, and some of your narrative reflections. Students who miss the wrap up session will receive a “Incomplete” grade for the clerkship and must attend another wrap up session during a subsequent rotation to successfully complete the clerkship.

**Orientation activities** include classroom/online workshops/discussion of conditions commonly encountered in the outpatient Family Medicine setting, for example, diabetes, musculoskeletal problems, and skin disorders. Issues of particular importance to Family Medicine are also reviewed, such as how to use of evidence-based resources for preventive services at the point of care. **Required readings for the orientation sessions are posted on *Entrada.* Some sessions require pre-reading/preparation; see “Orientation Week Schedule” on *Elentra* for specific information.**

**In the clinical setting**, *students are expected to acquire primary responsibility for and log at least one patient with each of the Required Clinical Experiences diagnoses*. The Required Clinical Encounters cases are derived from the National Family Medicine Clerkship Curriculum (STFM.org) and include the most common diagnoses encountered in primary care.

# Required Clinical Experiences

**Log just ONE patient with each of the Required Clinical Experiences Cases** (18 cases) listed below in the corresponding diagnosis folder on *MedOasis.* Log patient encounters for which you had “primary responsibility,” not those you simply observe (unless necessary), and **do not use the same patient for multiple diagnoses**. **Please log a minimum of 5 encounters per week** to ensure timely faculty review. Your logs document that you have achieved our clerkship objectives.

Students should be able to log ALL the Required Clinical Experiences Cases by Monday of the last week; if not, please contact Lena Kirakosian at [lena.kirakosian@med.usc.edu](mailto:lena.kirakosian@med.usc.edu) to get an equivalent case in Aquifer.

Required Clinical Experiences Cases

**Acute** illnesses/injuries:

1. ENT infections (viral URI, otitis media, pharyngitis, sinusitis)
2. Cough/Bronchitis/Pneumonia \*
3. Joint pain and injury \*
4. Genitourinary infections (urinary tract infection, prostatitis)
5. Headache \*
6. Dizziness \*
7. Chest pain \*

**Chronic** illnesses/conditions:

1. Multiple chronic disease (Hypertension, Diabetes Mellitus, Dyslipidemia) \*
2. Osteoporosis/osteopenia \*
3. Asthma/allergies \*
4. Arthritis \*
5. Thyroid disease \*
6. Skin Lesions/Rashes
7. Dyspepsia/ gastroesophageal reflux/PUD \*
8. Low back pain \*

**Mental health** conditions:

1. Depression/anxiety \*
2. Substance Use Disorder (alcohol/tobacco/other) \*

**Preventive health** services and counseling (log **ONE** of the THREE)

* 1. Preventative care (pediatric, adult, geriatric) \*

\*Denotes Required Clinical Experience Case eligible for OSCE station



**Learning Resources**

**REQUIRED RESOURCE: Aquifer (online interactive cases)** [**https://aquifer.org/**](https://aquifer.org/)

**ADDITIONAL RESOURCES**: See **“Learning Resources” on *Elentra*** (contains links to supplemental videos/articles, exam review question banks, etc.)

**Student Assessment**

**Evaluation and Grading**

All clerkship activities, assignments, and evaluations are required and must be completed before you receive your final grade,

|  |  |
| --- | --- |
| **Graded Component** | **Weight** |
| 1. Clinical Performance (completed by your preceptor/resident) | 55% |
| 1. NBME Family Medicine Subject Exam   Note: minimum score required to pass exam = 61. | 25% |
| 1. OSCE | 15% |
| 1. Administrative professionalism (one point will be given for each of the following):  * Logging ALL Required Clinical Encounter cases per clerkship stated deadline. * Completing ALL administrative tasks (e.g. evaluations) of clerkship on time. * Completing ALL assignments on time and to satisfaction. * Being present at ALL required activities of the clerkship. * Responding to all communications from the clerkship leadership within 48 hours. | 5% |
| 1. Other: 2. All Required Clinical Experiences reports/logs 3. Outside the Clinic Wall 4. SOAP Note 5. Final Narrative Exercise 6. Mid-Rotation Feedback/Goals 7. MSK Observation | Satisfactory completion required  ✓  ✓  ✓  ✓  ✓  ✓ |

The final clerkship grade is determined by your overall score, rounded to the nearest whole number, and students must also achieve a minimum NBME score for a final grade of Pass, High Pass or Honors:

|  |  |  |
| --- | --- | --- |
| **Family Medicine** | | |
|  | **Overall Score cut off for each grade** | **Minimum NBME Subject Exam Score for Grade of Pass, High Pass or Honors** |
| **Honors** | 91+ | **61** |
| **High Pass** | 74 - 90 |
| **Pass** | 66-73 |
| **Fail** | 65 or below |  |

**Eligibility Criteria for Faculty and Resident Supervisors to Submit an Evaluation of Student Performance:** Residents and fellows that round and operate with the students (a minimum of two 28-hour calls and/or 4 daytime shifts). At least one attending evaluation is required to generate a grade. KSOM health professionals who provide health and psychiatric/psychological services to a medical student cannot be involved in the academic assessment or promotion of the medical student receiving those services. Please see the [Supervision of Student Performance by Healthcare Providers](https://medstudent.usc.edu/home/faculty-staff-information/assessment-and-supervision-of-student-performance-by-healthcare-providers/) policy for more information.

**OSCE and NBME Subject Exam Logistics:** The Family Medicine Clerkship OSCE will take place on Thursday afternoon during Week 6 of the rotation. The OSCE will consist of two stations that focus on primary care skills used in Family Medicine. Each station will consist of a 15-minute standardized patient encounter followed by a 10-minute post-encounter exercise. Detailed instructions will be provided to you the week before the OSCE. The NBME subject exam will be administered on Friday morning of Week 6 of the rotation.

**Mid-Rotation Evaluation/ Feedback:** **Mid-Clerkship Student Evaluation/Feedback:**  Mid-Rotation feedback enables students to assess their progress to date and to develop goals for growth and improvement over the remainder of the rotation. It also helps to ensure that the students can learn from and improve from practice; the supervising faculty/residents and the students must participate in a mid-rotation feedback exercise. The student will first complete a self-evaluation, provide comments, and identify learning goals they would like to accomplish before the end of the clerkship. Students are responsible for giving the attending the feedback form and arranging a time to receive individual feedback. Please upload your completed form to ***Elentra***. This process is an LCME/KSOM requirement which provides you the opportunity to receive formative feedback on your performance and to give you time by the end of the clerkship in which to improve/grow. This must be uploaded to performance folder mid-rotation.

**Passing the Clerkship:** To receive a passing grade (Pass, High Pass, or Honor) for the clerkship, students must demonstrate minimum competence based on their 1) overall clerkship performance; 2) the NBME subject exam performance; 3) the satisfactory completion of all required activities; and 4) the absence of unprofessional behaviors as outlined in the student handbook. **Note**: **Unexcused absence or other unprofessional conduct will preclude a final grade of Honors regardless of overall performance score**. **Students must receive 4 out of 5 points for professionalism in order to achieve the Honors designation.**

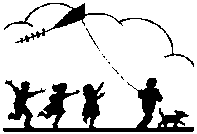
1. Students who do not pass the NBME subject exam on their first attempt will be ineligible for Honors.
2. Students who pass the retake exam (second attempt) are ineligible for Honors and will receive a grade of Pass (P) or High Pass (HP) based on their overall performance.
3. Students who fail the retake exam (second attempt) will continue to have a grade of Incomplete (I) noted on their transcript for that clerkship and will be required to sit for a second retake (third attempt) of the NBME subject exam.
4. Students who pass the second retake exam (third attempt) are ineligible for a grade of HP or Honors and will receive a grade of “Pass” for the clerkship.
5. Students who fail the second retake exam (third attempt) will receive a grade of “Fail” (F) for the clerkship and must repeat the clerkship.

**Fail:** A grade of fail may be given in the following situations: 1) failure to demonstrate minimum competence based on overall clerkship performance, 2) inability to pass the NBME on three attempts, 3) any unprofessional behavior as outlined in the student handbook, 4) failure to resolve a grade of incomplete.

**Incomplete:** Not a final grade, but a designation that is used if a student has been excused from meeting a clerkship deadline. Designations of **“Incomplete”** will be assigned to any student who does not complete any required component of the clerkship. Designations of **“Incomplete”** will be assigned to any student who has not achieved the minimum NBME Subject Exam score set for passing the clerkship on their first and second attempts.

### STUDENT PERFORMANCE EVALUATION/FEEDBACK FORMS

Remind your preceptor to submit your Final Student Evaluation on *MedOasis* by the last day of your clerkship. We highly suggest *scheduling an appointment* with your preceptor specifically to discuss your performance on/before your last day in clinic. *NEVER ask your preceptor to change your evaluation after submission which is a violation of the Code of Professional Behavior; the time to discuss your grade is before it is submitted!*



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# EHR Access and Emergency Protocols

**Electronic Health Record Access**

If you have questions or issues with access to the electronic health record system at Keck Hospital or LAC+USC, please contact the Office of Student Affairs at 323-442-2553. For other sites, please contact the site coordinator.

**Emergency Procedures**

**Contact Student Affairs**

If you have an urgent issue that requires assistance, you may contact the Office of Student Affairs for assistance at 323-442-2553. You can call this number after hours and be connected to the Dean on call.

**Clerkship Director/MSE/Site Director/Coordinator**

You can also reach out to the Clerkship Director, Medical Student Educator or Site Director for assistance.

**Needlestick and Exposure Protocol**

Call **During Business Hours:** [**213-740-9355**](tel:2137409355) **(WELL);** **After Hours:** (323) 442-7900. Please leave a voicemail. There is a provider available 24/7 who will return your call. More information can be found at <https://engemannshc.usc.edu/bloodborne-pathogen-exposure/>.

**Additional information on emergency procedures can be found at:**

[**https://medstudent.usc.edu/emergency/**](https://medstudent.usc.edu/emergency/)

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**Policies**

**Code of Professional Behavior**

Students are expected to adhere to the Code of Professional Behavior in all settings by demonstrating honesty and integrity, responsibility, reliability, and accountability as well as respect for all patients, peers, faculty, and staff. For a detailed description of various dimensions of professionalism, please review: <https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-code-of-professional-behavior-and-professional-behavior-expectations/>

**Clerkship Evaluation**

We rely on your thoughtful and constructive feedback to continually improve the curricula and instruction. Completing evaluations is a professional expectation of medical students’ professional responsibility. Please refer to the [Evaluation Completion Policy](https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-student-evaluation-completion-policy/).

**Grade Appeals**

Information about appealing a grade or evaluation can be found in the [Evaluation and Grade Appeal Policy](https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-evaluation-and-grade-appeal-policy/). Evaluation and grade appeals have timelines and requirements.

**HIPAA Privacy Regulation**

Please note that HIPAA privacy regulations are always in effect in all clinical settings. Individual practitioners (including medical students) are held personally responsible for violations of HIPAA regulations which may result in financial and other penalties. You have previously completed a HIPAA training on Trojan Learn and have access to the training modules if you wish to review them. You can also find additional information by visiting <https://ooc.usc.edu/data-privacy/health-information/hipaa-privacy-regulations/>

# Medical Student Supervision Policy

Students must have an identified faculty supervisor at all times. Students may be directly or indirectly supervised by faculty members and/or residents and, when indirectly supervised, direct supervision must be immediately available at all times by a faculty member or resident. Please review the [Medical Student Supervision Policy](https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-medical-student-supervision-policy/) for more information.

# Medical Student Time Requirements

Student hours include the following limits: a maximum of 28 consecutive hours in the hospital and a maximum of 80 hours per week averaged over four weeks. Students receive at least one day off per week. Refer to your individual calendar. Please review [the Medical Student Time Requirements for Clinical and Education Activities Policy](https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-medical-student-time-requirements-for-clinical-and-educational-activities-policy/) for more information.

**Code of Conduct in Faculty-Student Relationship**

The faculty code of conduct includes language about the standard of conduct in the faculty-student relationship:

<https://policy.usc.edu/wp-content/uploads/2022/10/Faculty-Handbook-2022.pdf>

**Assessment and Supervision of Student Performance by Healthcare Providers**

KSOM health professionals who provide health and psychiatric/psychological services to a medical student cannot be involved in the academic assessment or promotion of the medical student receiving those services: <https://medstudent.usc.edu/faculty-staff-information/assessment-and-supervision-of-student-performance-by-healthcare-providers/>

**Attendance**

It is the responsibility of the student to communicate with the curriculum office regarding absences from required events that result from anticipated conflicts or personal emergencies or unforeseen events. Please review the KSOM attendance policy for more details: <https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-medical-student-attendance-expectations-and-absence-request-policy/>

**Requesting Time Off**

Students requesting an excused absence for one or more missed classes, or who need to seek a leave of absence, are instructed to submit the appropriate form, which can be found here: <https://medstudent.usc.edu/forms/>

**Access to Health Care Services**

Students are excused from classes or clinical activities to access needed healthcare services. Please review the [Students Needing Access to Healthcare Policy](https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-program-policy-on-students-needing-access-to-healthcare-services/).

**Computer-based Exam Administration**

Students are required to bring fully charged laptops and chargers to participate in all pre-clerkship course examinations that are administered electronically. No additional items (cell phones, purses, notes, etc.) are allowed in the examination area and their presence in the examination area might result in a grade of fail for the course. For more information on the administration of computer-based examinations, please refer to: <https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-policy-on-computer-based-written-examination-administration/>

**Mistreatment**

The Keck School of Medicine (KSOM) is committed to maintaining and promoting a respectful learning environment for all members of the Keck community. KSOM has as zero tolerance policy for mistreatment. For more details on what constitutes mistreatment and strategies to combat/address it, please review: <https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-professional-behavior-and-mistreatment-policy/>

**Diversity**

The Keck School of Medicine (KSOM) is committed to creating a culture that promotes and celebrates diversity and inclusion at all levels of the institution. For more details, please review <https://medstudent.usc.edu/home/faculty-staff-information/diversity-policy/>

**Dress Code**

The Keck School of Medicine (KSOM) dress code discussion can be found here:

<https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-dress-code-policy/>

**Grading Policy**

The Keck School of Medicine (KSOM) grade policy discussion can be found here:

<https://medstudent.usc.edu/home/faculty-staff-information/keck-school-of-medicine-md-student-grading-policy/>

# Office of Student Accessibility Services (OSAS)

# OSAS provides support services and accommodations necessary to enable students with disabilities to develop their maximum potential by making their education accessible, while having the dignity to work independently. For more information, please review <https://osas.usc.edu/> or contact Dr. Ranna Nash at Keck Learning and Academic Support Services (KLASS) at [Ranna.Nash@med.usc.edu](mailto:Ranna.Nash@med.usc.edu).

**Emergency Procedures and Preparedness**

The Keck School of Medicine has emergency procedures and a preparedness plan. Visit this site to find out more, including whom to reach in an emergency: <https://medstudent.usc.edu/emergency/>

**Right to Inspect Student Records**

According to the Family Educational Rights and Privacy Act (FERPA), students have a right to inspect their educational records within 45 days of the request and to request corrections. For information on the review and challenge of student records, as well as general information about FERPA, visit: <https://arr.usc.edu/students/ferpa/>