

Family Medicine Clerkship Syllabus



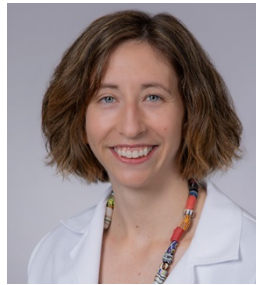
Academic Year 2024-25

Clerkship Leadership and Staff



Kate Gibson, M.D.
Clinical Associate Professor of
Family Medicine
Clerkship Director

Cell 626-827-1008
katherine.gibson@med.usc.edu



Olympia Kabobel, D.O.
Clinical Assistant Professor of
Family Medicine
Associate Clerkship Director

Cell 310-486-1858
Olympia.kabobel@med.usc.edu



Katherine Joseph, B.M.B.S.
Clinical Assistant Professor of
Family Medicine
Assistant Clerkship Director

Cell 424-394-8872
Katherine.joseph@med.usc.edu



Lena Kirakosian, MSN, FNP-C
Instructor of Clinical Family
Medicine
Medical Student Educator

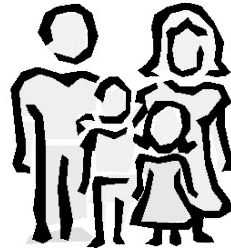
Cell 818-359-5763
Lena.kirakosian@med.usc.edu



Kasey Iverson
Clerkship Coordinator

Office 323-442-1325
Kasey.Iverson@med.usc.edu

Family Medicine Clerkship office hours
9:00 a.m.-4:00 p.m. Monday through Thursday and by appointment.



INTRODUCTION.....	3
FAMILY MEDICINE CLERKSHIP GOALS.....	4
FAMILY MEDICINE CLERKSHIP OBJECTIVES	4
CLERKSHIP STRUCTURE	5
CLERKSHIP LEARNING ACTIVITIES	6
REQUIRED ASSIGNMENTS	6
REQUIRED CLINICAL EXPERIENCES.....	7
LEARNING RESOURCES	8
STUDENT ASSESSMENT	8
POLICIES AND PROCEDURES	12

Keck School of Medicine of USC



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. This care comprises comprehensive patient-centered care across the lifespan and develops evidence-based approaches to the management of preventive, acute, and chronic care. The experience includes being immersed in the continuity of care that creates a unique patient-physician relationship, working within interdisciplinary teams, and developing an appreciation of the family physician's expertise in managing resources and coordinating care within multiple health systems and settings.

Our vision is for all students to have a positive experience in the breadth of family medicine, with a variety of opportunities in practice settings, and to experience the joy of primary care as a future career choice.

According to the American Academy of Family Physicians (AAFP), “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) (2019)

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)



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](#).



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/>. Note that the professional attributes expected of a medical student are associated with Objectives P1-P6 in the KSOM Educational Program Objectives.

What follows are the specific Family Medicine clerkship objectives. By the end of the clerkship, students should be able to:

Clerkship Objectives	KSOM Educational Program Objectives
1. Demonstrate foundational basic science knowledge and clinical knowledge of a broad range of medical problems relating to patients in all stages of life.	KP1, KP2
2. Identify the alert signs and symptoms that distinguish serious underlying pathophysiology from more routine conditions in the common acute, chronic, and mental health presentations.	KP1, KP2, KP3, KP4
3. Accurately gather and interpret essential data from patient history, physical exam, 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.	PC1, PC2, PC4, PC5, PC7, PC9
4. Conduct follow-up visits with patients having one or more common chronic diseases.	PC5, PC7, PC8, PC10, KP5, SBP2, ICS1, ICS4
5. Acts professionally with compassion, integrity, and respect in all interactions with patients, families, faculty, colleagues, and staff.	P1, P3, ICS5, IC1
6. Use motivational interviewing skills to improve patient adherence to healthcare plans and behavioral changes.	PC5, PC8, PC9, KP4
7. Provide effective patient education that takes into account health literacy, personal (spiritual, psychological, familial), community (socio-cultural, geographic, environmental) and healthcare systems barriers (cost of care, availability of services, primary care access) that	ICS1, PC8, HJ3, HJ4, SBP5

Keck School of Medicine of USC

affect patients' health and their ability to obtain and use healthcare.	
8. Communicate effectively with patients, families, and other members of the healthcare team to provide patient-centered collaborative care.	ICS1, ICS2, ICS3
9. Identify resources outside the clinical setting that support positive health outcomes for diverse patients and families.	HJ3, HJ5, SBP1
10. Identifies strengths, deficiencies, and limits in one's own knowledge and behavior and engages in appropriate help seeking behavior including soliciting and incorporating feedback.	PBLI1, PBLI2, PBLI3
11. Carries out responsibilities in a timely manner.	P2
12. Ensures confidentiality and complies with all relevant laws, policies, and regulations.	P7
13. Behaves ethically in caring for patients and in relating to patients' families and others involved in patient care	P3
14. Apply the impact of social determinants of health and/or structural factors on patient outcomes.	HJ3

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 OSCE and NBME subject exam, taken at the end of the rotation. The next four-and-a-half weeks are spent in one of our community-based family medicine practices. Students return to HSC campus for a Wrap-Up session, OSCE, and subject exam on the last 2 days of the rotation.

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. All students will have their Wellness Day on the first Friday of the rotation at the end of Orientation Week.



Keck School of Medicine of USC

Clerkship Site Descriptions

Clerkship site descriptions can be viewed at the following website: <https://medstudent.usc.edu/clerkship-site-descriptions/>

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.

Required Assignments

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

1. **“SOCIAL DETERMINANTS OF HEALTH” ACTIVITY:**

The health of our patients is influenced by social determinants of health (SDOH), the conditions in which people are born, grow, work, live and age, and a wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies and systems, development agendas, social norms, social policies, racism, climate change, and political systems (CDC/WHO Definition). Students will identify one patient during their FM Clerkship for whom a SDOH is affecting a patient outcome, identify a specific community resource or local/national law/initiative/task force designed to address the SDOH, and write a short paragraph describing the local resources available for this patient.

2. **AQUIFER CASE COMPLETION:** <https://aquifer.org/>

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

3. **SOAP NOTE:** All students must complete a SOAP note for a “Follow Up Visit” during Orientation week based on Aquifer case – Family Medicine 08.

4. **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 an art form, 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

Keck School of Medicine of USC

your work, and to sharing some of your stories within your clerkship group at the Wrap-up session. **Submit your completed narrative by the due date listed on the Assignment sheet by uploading to Elenra.**

5. 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.

6. FINAL WRAP-UP SESSION:

All students must attend the wrap up session in person or remotely. This session will give you the opportunity to share your experiences, and some of your narrative reflections.

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

Required Clinical Experiences

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. The Required Clinical Experience cases are derived from the National Family Medicine Clerkship Curriculum (STFM.org) and include the most common diagnoses encountered in primary care.

Log all patient encounters for each Required Clinical Experiences (15 cases) listed below in the corresponding diagnosis folder in MedOasis. For each encounter, log the level of responsibility that you provided:

- Participated: You assisted or performed direct patient care responsibilities under direct or indirect supervision.
- Observed: You watched or discussed a patient’s care, but did not have an active role in their care.
- Simulated: You completed an assigned activity through high-fidelity simulation, virtual case scenarios (e.g., Aquifer), or other simulated means.

Logging all of your Required Clinical Experiences for a rotation allows KSOM to ensure comparable student experiences across clinical sites. Failure to log Required Clinical Experiences will result in a reduction in your overall clerkship score (see Student Assessment section of clerkship manual). Please note that each patient can only be used to log a single Required Clinical Experience (even if they have multiple applicable conditions).

Please note that your logs will be reviewed at your mid-clerkship feedback session. It is your responsibility to ensure you have completed all Required Clinical Experiences by the end of the rotation. If you have not logged at least 1 encounter for each Required Clinical Experience by the last Monday of the rotation, please contact Lena Kirakosian at lena.kirakosian@med.usc.edu for further guidance.

Keck School of Medicine of USC

Required Clinical Experiences

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. Dizziness

Chronic illnesses/conditions:

6. Multiple chronic disease (Hypertension, Diabetes Mellitus, Dyslipidemia)
7. Osteoporosis/osteopenia
8. Asthma/allergies
9. Arthritis
10. Thyroid disease
11. Skin Lesions/Rashes
12. Dyspepsia/ gastroesophageal reflux/PUD
13. Low back pain

Mental health conditions:

14. Depression/anxiety

Preventive health services and counseling

15. Preventive care (pediatric, adult, geriatric)



Learning Resources

REQUIRED RESOURCE: Aquifer (online interactive cases) <https://aquifer.org/>

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

Relaxation, and Secure Storage Space

The information for inpatient facilities can be found on the website: <https://medstudent.usc.edu/clerkship-sites-study-storage-and-relaxation-space/>

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%
2. NBME Family Medicine Subject Exam	25%
3. Note: minimum score required to pass exam = 62	
4. OSCE	15%
5. Professional Accountability (one point will be given for each of the following):	5%

Keck School of Medicine of USC

<ul style="list-style-type: none"> • Logging ALL Required Clinical Experience 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. 	
<p>6. Other:</p> <ul style="list-style-type: none"> a. Completion of all Required Clinical Experiences b. MSK Quiz c. SOAP Note & Aquifer Case d. Outside the Clinic Walls e. Final Narrative Exercise f. Mid-Rotation Feedback/Goals g. MSK Observation 	<p>Satisfactory completion required</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>

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	92+	62
High Pass	76 - 91	
Pass	68 - 75	
Fail	67 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](#) 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 completion of a 10-minute post-encounter note. OSCE cases will be derived from the list of Required Clinical Experiences. Detailed instructions will be provided to you the week before the OSCE. The NBME subject exam will be administered on Friday afternoon 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

Keck School of Medicine of USC

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 session. 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 in 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. The form, located in the performance folder on Elentra must be uploaded by 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 at least 4 out of 5 points for professional accountability 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: An **Incomplete** is 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. *Asking your preceptor to change your evaluation after submission is a violation of the Code of Professional Behavior; the time to discuss your grade is before it is submitted.*



Keck School of Medicine of **USC**

Policies and Procedures

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

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 (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/>

Policies

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 a zero tolerance policy for mistreatment. For more details on what constitutes mistreatment and how to report it, please review [here](#). To report mistreatment, access MedOasis through <http://my.usc.edu/> and select the MedOasis Widget. The mistreatment report form is located in the announcement box at the top of your MedOasis home page.

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 [here](#).

Keck School of Medicine of USC

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](#).

Grade Appeals

Information about appealing a grade or evaluation can be found in the [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 [here](#).

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](#) 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](#) 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.

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. See policy [here](#).

Attendance

It is the responsibility of the student to communicate with the curriculum office regarding absences from required events that result from anticipated conflicts, personal emergencies or unforeseen events. Please review the [KSOM attendance policy](#) for more details.

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/>

Keck School of Medicine of USC

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](#).

Computer-based Examination 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 review [here](#).

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. The diversity policy is [here](#).

Dress Code

The image presented in interactions with patients, colleagues, and visitors has a major influence on how one is perceived as a professional. Students at the Keck School of Medicine are expected to promote a professional environment. The following guidelines are the minimum standards for all Keck School of Medicine students. Furthermore, students must adhere to the dress code policies of any assigned clinical sites. The dress code policy is [here](#).

Grading Policy

The KSOM Grading Policies can be found [here](#).

Examination Retake Policy

KSOM permits students to retake examinations under certain circumstances. Students retaking examinations are required to work with LEAD (see Additional Resources below) in preparation. The Examination Retake Policy is [here](#).

Additional Resources

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/>.

Learning Enhancement and Academic Development (LEAD)

The Learning Enhancement and Academic Development provides an array of services and resources to help medical students master the curriculum. More information about LEAD can be found [here](#).

Students may also contact Dr. Ranna Nash or Dr. Melissa Lopez at Keck Learning Enhancement and Academic Development (LEAD) at Ranna.Nash@med.usc.edu or lopezms@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

Keck School of Medicine of USC

review and challenge of student records, as well as general information about FERPA, visit:

<https://arr.usc.edu/students/ferpa/>

Wellness Day Policy

Wellness days are mandatory and are incorporated into clerkship schedules to provide students with an opportunity to attend to their personal well-being. Students are released from clinical duties one full day for each 6-week clerkship and 1/2 day for each 4-week clerkship. The timing of wellness days can be found here: <https://medstudent.usc.edu/academics/curriculum/wellness-days/>.

Essential Technical Standards Policy

All students admitted to and enrolled in the Keck School of Medicine M.D. program must meet and continue to meet throughout their enrollment, the Essential Technical Standards (Standards) set forth in this policy:

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

Timeliness of Grades Policy

The Keck School of Medicine requires timely reporting of final grades:

<https://medstudent.usc.edu/faculty-staff-information/keck-school-of-medicine-md-student-final-grade-submission-and-reporting-policy/>