

**Request for Graduate Course Addition**

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: School of Medicine 

Dept/Division: PA Program

Alpha Designator/Number: PAS 654

☒ Graded ☐ CR/NC

Contact Person: Ginger Boles, MS PA-C

Phone: 304-629-1341

**NEW COURSE DATA:**

New Course Title: Internal Medicine Subspecialty

Alpha Designator/Number:

P	A	S		6	5	4			
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Title Abbreviation:

I	n	t	e	r	n	a	l		M	e	d	i	c	i	n	e		S	u	b				
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PA

(Limit of 25 characters and spaces)

PA Internal Med Sub

CH 101119

Course Catalog Description:  
(Limit of 30 words)

This rotation provides clinical instruction in an internal medicine sub-specialty.

Co-requisite(s): PAS 650,651,652,653,655,656 

First Term to be Offered: Summer 2022

Prerequisite(s): completion 4th Semester

Credit Hours: Four

Course(s) being deleted in place of this addition (must submit course deletion form): n/a

This course was  
Approved with  
a title change.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head



Date

8-20-19

Registrar



SI 0712

Date

8-21-19

College Curriculum Chair



Date

8/26/19

Graduate Council Chair



Date

10/1/19

## Request for Graduate Course Addition - Page 2

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College: School of Medicine

Department/Division: PA Program

Alpha Designator/Number: PAS 654

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

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1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Course will be taught by Faculty in the PA program and/ or School of Medicine

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

n/a

course duplication was addressed in Addition of Degree Application

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

n/a

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

see attached

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "**Not Applicable**" if not applicable.

Course will be taught by PA faculty in the PA program and/or School of Medicine

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached

## **Request for Graduate Course Addition - Page 3**

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**7. COURSE OUTLINE (May be submitted as a separate document)**

See attached

**8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)**

see attached

**9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)**

see attached

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

see attached

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

n/a

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See attached



## Request for Graduate Course Addition - Page 5

Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

*Title Change*

Department: PA program

*PA*

Course Number and Title: PAS 654 Internal Medicine Subspecialty

Catalog Description: This rotation provides clinical instruction in internal medicine in an internal medicine specialty

First Term Offered: Summer 2022

Credit Hours: Four



PHYSICIAN ASSISTANT PROGRAM

## **MUPA Program Internal Medicine Subspecialty – PAS 654 Course Syllabus**

### **Course Description**

This rotation provides clinical instruction in an internal medicine specialty.

### **Credits**

Four (4) credit hours

### **Prerequisites**

Successful completion of the fourth semester of the Marshall University Physician Assistant Program.

### **Course Goals**

- Cultivate competencies necessary for successful practice as a physician assistant in an internal medicine setting.
- Elevate skills in emotional intelligence, empathy, compassion, integrity, honesty, professionalism and cultural humility to be respectful and selfless in serving patient needs.
- Continue development of medical decision-making skills, through patient evaluation, diagnosis, and management.
- Mature interpersonal and communication skills in order to achieve effective patient counseling and education as well as effective interprofessional relationships.
- Expand practice based learning and improvement techniques including documentation and coding.

### **Term/Year**

Clinical Year 2022-2023

### **Class Meeting Days/Times**

TBA

### **Location**

TBA

### **Academic Calendar**

For beginning, ending, and add/drop dates, see the [Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>).

## Course Director

Dean Wright, PA-C

Office TBA

Cell phone (304) 633 - 1366

Office hours TBA

Office phone (304) 691-6966

Email: [wrightk@marshall.edu](mailto:wrightk@marshall.edu)

## Course Instructors

TBA

## Required Texts and Materials

Crees, Z., Fritz, C., Heudebert, A., Noe, J., Rengarajan, A., & Wang, X. (Eds.). (2020). *The Washington manual of medical therapeutics, 36th ed.* Philadelphia, PA: Wolters Kluwer.

Fielding, A., & Lebowitz, H. (Eds.) (2019). *Current medical diagnosis & treatment, 58th ed.* New York, NY: McGraw-Hill.

Kasper, D.L., Fauci, A.S., Hauser, S.L., Longo, D.L., Jameson, J.L., & Loscalzo, J. (Eds.) (2016). *Harrison's manual of medicine, 19th ed.* New York, NY: McGraw-Hill.

The Marshall University PA program has an online database of textbooks available to the students. The website for the online database is <http://accessmedicine.mhmedical.com>. Most textbooks used throughout the program can be found on the Access Medicine website.

## Required Equipment

- Stethoscope
- White coat
- ID badge

## Attire

Per the Marshall University Physician Assistant Program Policy.

## Attendance/Participation Policy

Attendance is vital to understanding course content. It is mandatory for all lectures/clinical labs, and is a reflection of your commitment, dedication, and work ethic. Requests for excused absences must be submitted to the course director via email as soon as the circumstance arises. Failure to attend may affect your grade or require discussion with the course director.

## Course Requirements

- Students are expected to attend and be on time for all scheduled lectures and learning activities.
- Students are expected to participate in all activities.
- Students are expected to be prepared for each lecture/learning activity by reading all assignments prior to the scheduled lecture/activity.
- Students are expected to clean up work area prior to leaving the classroom or laboratory.

- Completion of course & faculty evaluations. (see policy statement at the end of this syllabus)

### Methodologies of Teaching and Student Assessment

Student attainment of expected learning outcomes is developed through experiential patient care exposure under the supervision of a clinical preceptor and through self-directed learning by students. Formative assessment of progress toward attaining the course learning outcomes, learning objectives and required patient encounters/exposures is conducted mid-rotation. Summative evaluation of course learning outcomes, learning objectives and assurance of attainment of patient encounters/exposures is conducted upon conclusion of the course via the following components.

\*The final grade will be determined by earned points/total points.\*

Component	% of Final Grade
Preceptor Evaluation	40%
End of Rotation Exam	30%
Patient Logs	15%
Assignment	10%
Professionalism Points	5%

Per the MUPA program policy, the following grading scale applies:

- A – 89.5 – 100%
- B – 79.5 – 89.4%
- C – 69.5 – 79.4%
- F - < 69.4%



### Student Learning Outcomes, Competencies, and Instructional Objectives

<b>Student Learning Outcomes</b>  Upon successful completion of this clinical rotation, PA students will be able to:	<b>ARC-PA Standards/ Competencies</b>	<b>Instructional Objectives</b>  Upon successful completion of this clinical rotation, PA students will be able to:
Apply previously attained enabling competencies to the clinical setting, demonstrating competency in medical knowledge, patient care, and systems-based practice necessary for successful transition to PA practice.	B1.02, B1.03, B1.04, B1.06, B1.07, B2.03, B2.05, B2.06, B2.07, B2.10, B2.15, B3.02, B3.03 (MK), (PC), (SBP)	<ul style="list-style-type: none"> <li>• Obtain an appropriate history and physical examination for each patient encounter and document/communicate the findings.</li> <li>• Identify admission criteria for each medical condition encountered.</li> <li>• Select and interpret cardiac diagnostic and therapeutic modalities based on clinical presentation and cost effectiveness.</li> <li>• Synthesize the scientific, socioeconomic, and behavioral knowledge required to provide care for common medical conditions of the cardiovascular system.</li> <li>• Propose an appropriate treatment plan.</li> <li>• Recognize disease presentations that deviate from common patterns and require complex decision-making.</li> <li>• Demonstrate basic technical skill for the completion of common procedures.</li> <li>• Perform and interpret an electrocardiogram.</li> </ul>
Demonstrate professional and respectful interactions with patients, caregivers and members of the interprofessional team.	B1.08, B2.04, B3.02, B3.09 (PC), (ICS), (P)	<ul style="list-style-type: none"> <li>• Show empathy, compassion, and respect to all patients and caregivers in all situations.</li> <li>• Demonstrate responsiveness to patient needs that supersedes self-interest.</li> <li>• Appropriately modify care plan to account for a patient's unique characteristics and needs.</li> <li>• Incorporate patient-specific preferences into plan of care.</li> </ul>

<b>Student Learning Outcomes</b> Upon successful completion of this clinical rotation, PA students will be able to:	<b>ARC-PA Standards/ Competencies</b>	<b>Student Learning Outcomes</b> Upon successful completion of this clinical rotation, PA students will be able to:
Identify personal areas of potential growth in clinical knowledge, through self-assessment following patient encounters.	B1.07, B3.02 (PBL)	<ul style="list-style-type: none"> <li>Formulate appropriate clinical questions</li> <li>Perform thorough and fruitful search of the medical literature pertaining to the clinical questions formulated.</li> <li>Evaluate the validity and usefulness of medical literature search results.</li> <li>Identify quality improvement techniques.</li> <li>Request and utilize feedback from all members of the interprofessional team and from patients.</li> </ul>
Demonstrate competency in interpersonal and communication skills with professionalism to provide patient-centered care.	B1.05, B1.08, B2.04, B2.09 (ICS), (PC), (P)	<ul style="list-style-type: none"> <li>Utilizes effective communication and development of therapeutic relationships in routine and challenging situations.</li> <li>Demonstrates ability to quickly establish cross-cultural communications and therapeutic relationships with persons of diverse socioeconomic and cultural backgrounds.</li> <li>Engage in collaborative communication with all members of the patient care team.</li> <li>Documents succinct, relevant, and patient specific health records which are organized, accurate, and comprehensive.</li> </ul>

### Projection of Supervised Clinical Practice Encounters

The Marshall University Physician Assistant program understands that you will not encounter all conditions during your rotation. However, we believe it is plausible that you will encounter most of the conditions listed below. You should devote sufficient time to studying all conditions specific to Internal Medicine practice (subspecialty in Cardiology), in addition to discussing them with your preceptor.

<b>Medical Conditions</b>	<b># of Encounters</b>
Cardiomyopathy (dilated, hypertrophic, restrictive)	2
Atrial fibrillation/flutter	5
AV block	1
Bundle branch block	1

Medical Conditions	# of Encounters
PSVT	1
Sick sinus syndrome	1
Angina pectoris	8
ACS	5
Heart failure	5
Essential hypertension	8
Secondary hypertension	5
Hypotension	5
Lipid disorders	8
Aortic valve disorders	2
Mitral valve disorders	2
Pulmonary valve disorders	1
Tricuspid valve disorders	1
Central arterial occlusive disorders	2
Peripheral arterial occlusive disorders	2
Syncope	2
Endocarditis	1
Pericarditis	1
Pericardial effusion	1

Technical Skills	# of Encounters
Sterile technique	4
Gloving & gowning	4
Echocardiogram	5
TEE	2
EKG – perform and interpret	10
Exercise stress test	5
Nuclear medicine stress test	2
Admission orders	2
Discharge orders	2
Pacemaker/AICD	2
Cardiac catheterization	2
Prescription writing	5
Monitoring of INR	5



## Outline of Topics Covered on the End of Rotation Exam

At the conclusion of the Internal Medicine Subspecialty rotation, the PA student will be expected to have a strong understanding of the presentation, examination, management, and prognosis of the following internal medicine subspecialty (Cardiology) conditions. The Marshall University Physician Assistant Program understands that you will not encounter all of these conditions during your rotation. You should devote sufficient time studying all conditions as well as discussing them with your preceptor in order to gain an understanding as described above.

### CARDIOLOGY

Dilated cardiomyopathy	Hypertrophic cardiomyopathy
Restrictive cardiomyopathy	Atrial fibrillation/flutter
Atrioventricular block	Bundle branch block
Paroxysmal supraventricular tachycardia	Premature beats
Sick sinus syndrome	Sinus arrhythmia
Torsades de pointes	Ventricular fibrillation
Ventricular tachycardia	Atrial septal defect
Coarctation of aorta	Patent ductus arteriosus
Tetralogy of Fallot	Ventricular septal defect
Non-ST segment elevation myocardial infarction	ST-segment elevation myocardial infarction
Prinzmetal angina	Stable angina
Unstable angina	Systolic heart failure
Diastolic heart failure	Essential hypertension
Hypertensive emergencies	Secondary hypertension
Cardiogenic shock	Orthostatic hypotension
Vasovagal hypotension	Hypercholesterolemia
Hypertriglyceridemia	Acute/subacute bacterial endocarditis
Acute pericarditis	Cardiac tamponade
Pericardial effusion	Aortic valve disorders
Mitral valve disorders	Pulmonary valve disorders
Tricuspid valve disorders	Aortic aneurysm
Aortic dissection	Arterial embolism/thrombosis
Arteriovenous malformation	Giant cell arteritis
Peripheral artery disease	Phlebitis/thrombophlebitis
Varicose veins	Venous insufficiency
Venous thrombosis	



## ARC-PA Standards that Pertain to the Course

The Accreditation Review Commission on Education for the Physician Assistant is the accrediting agency that protects the interests of the public and physician assistant profession by defining the standards for physician assistant education and evaluating physician assistant educational programs within the territorial United States to ensure their compliance with those standards. The ARC-PA Standards, 4<sup>th</sup> ed., that are relevant to this course are listed below:

4<sup>th</sup> Ed. ARC-PA Standards (<http://www.arc-pa.org/accreditation/standards-of-accreditation/>)

- B1.01 – The curriculum *must* be consistent with the mission and *goals* of the program.
- B1.02 – The curriculum must include core knowledge about the established and evolving biomedical and clinical sciences and the application of this knowledge to patient care.
- B1.03 – The curriculum must be of sufficient breadth and depth to prepare the student for the clinical practice of medicine.
- B1.04 – The curriculum design *must* reflect sequencing that enables students to develop the *competencies* necessary for current and evolving clinical practice.
- B1.05 – The curriculum *must* include instruction about intellectual honesty and appropriate academic and professional conduct.
- B1.07 – The curriculum *must* include instruction related to the development of problem solving and medical decision-making skills.
- B1.08 – The curriculum *must* include instruction to prepare students to work collaboratively in interprofessional patient centered teams.
- B2.03 – The program curriculum *must* include instruction in clinical medicine covering all organ systems.
- B2.04 – The program curriculum *must* include instruction in interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families and other health professionals.
- B2.05 – The program curriculum *must* include instruction in the patient evaluation, diagnosis, and management.
- B2.06 – The program curriculum *must* include instruction in the provision of clinical medical care across the lifespan.
- B2.07 – The program curriculum *must* include instruction in technical skills and procedures based on current professional practice.
- B2.09 – The program curriculum *must* include instruction in basic counseling and patient education skills.
- B2.10 – The program curriculum *must* include instruction to prepare students to search, interpret and evaluate the medical literature, including its application to individualized patient care.
- B3.01 – PA students *must* be clearly identified in the clinical setting to distinguish them from physicians, medical students and other health profession students and graduates.
- B3.02 – *Supervised clinical practice experiences must* enable students to meet program expectations and acquire the *competencies* needed for entry into clinical PA practice.
- B3.03 – *Supervised clinical practice experiences must* enable all students to meet the program's *learning outcomes* expected of students for patients seeking:
  - a.) medical care across the life span to include, infants, children, adolescents, adults, and the elderly,
  - b.) women's health (to include prenatal and gynecologic care),
  - c.) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
  - d.) care for behavioral and mental health conditions.

- B3.04 – *Supervised clinical practice experiences must occur in the following settings:*
  - a.) outpatient,
  - b.) emergency department,
  - c.) inpatient and
  - d.) operating room.
- B3.05 - *Instructional faculty* for the supervised clinical practice portion of the educational program *must* consist primarily of practicing physicians and PAs.
- B3.06 – *Supervised clinical practice experiences should occur with:*
  - a.) physicians who are specialty board certified in their area of instruction,
  - b.) PAs teamed with physicians who are specialty board certified in their area of instruction or
  - c.) other licensed health care providers experienced in their area of instruction.
- B3.07 – *Supervised clinical practice experiences should occur with preceptors practicing in the following disciplines:*
  - a.) family medicine,
  - b.) internal medicine,
  - c.) general surgery,
  - d.) pediatrics,
  - e.) ob/gyn and
  - f.) behavioral and mental health care.

## **MUPA Program Competencies Relevant to this Course**

### **Medical Knowledge (MK)**

Graduates will demonstrate core knowledge about established and evolving biomedical and clinical sciences and the application of this knowledge to patient care. Graduates will apply the ability to use evidence-based medicine, and be able to synthesize areas of pathophysiology, patient presentation, differential diagnosis, patient management, surgical principles, health promotion and disease prevention to care for patients across the life span in culturally diverse populations and rural areas.

### **Interpersonal & Communication Skills (ICS)**

Graduates will employ skills to work in inter-professional teams that will result in effective communication with patients, other health care professionals, and patient families. Graduates will be able to accurately document information they obtain with respect to medical, financial, legal, and accuracy purposes.

### **Patient Care (PC)**

Graduates will demonstrate the ability to make decisions about diagnostic and therapeutic interventions based on patient preferences, current scientific evidence and informed clinical judgement. Graduates will be able to aim health services for patients on disease prevention, health maintenance and patient and family education.

### **Professionalism (P)**

Graduates will demonstrate commitment to excellence in professional relationships and ongoing professional development (including lifelong learning). Physician assistants are expected to have a firm understanding of legal and regulatory requirements as well as the appropriate role of physician assistants in health care.



### **Practice-based Learning & Improvement (PBL)**

Graduates will demonstrate the ability to critically analyze their practice in light of their experience, the medical literature and their own self-analysis and self-improvement.

### **Systems Based Practice (SBP)**

Graduate will be prepared to practice cost effective health care and resource allocation that does not compromise patient care. Graduates will be able to discuss ways to partner with supervising/collaborating physicians and other health care professionals to improve the delivery and effectiveness of health care and patient outcomes.

## **University Policies**

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to [MU Academic Affairs: University Policies](http://www.marshall.edu/academic-affairs/policies/). (URL:

<http://www.marshall.edu/academic-affairs/policies/> )

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

## **Marshall University E-Mail Accounts and Technology Assistance**

You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: <http://www.marshall.edu/it/office365/>).

For computer and browser requirements, see "Get Connected" and "Internet Browser" at [Student Resources: First Steps](#). See also [IT: Recommended Hardware](#) (URLs:

<http://www.marshall.edu/muonline/student-resources/> and

<http://www.marshall.edu/it/recommendations/> ). To check your browsers, use the [Blackboard Browser Checker](#) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/BrowserChecker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/BrowserChecker) )

- Students must be able to use Marshall Email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard. [Adobe Acrobat Reader](#) may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students

enrolled at MU. For information visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: <http://www.marshall.edu/it/office365/> ).

- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

If you have technical problems, please contact one or more of the following:

- [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: <http://marshall.edusupportcenter.com> )
- [Marshall Information Technology \(IT\) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )  
Huntington: (304) 696-3200
- [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu) )

## Technology and Technical Skill Requirement

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.

## Course & Faculty Evaluations

Policy Statement Regarding Student Compliance with Course Evaluations: The Physician Assistant Program at Marshall University has a process to assess all aspects of the program. It is important to gain information from our PA students. By implementing a systematic method of collecting student feedback, appropriate PA program faculty, the Program Director, the Curriculum Committee and the Self-Assessment Committee are able to carefully review and respond to student course ratings to identify strengths and weaknesses and promote positive curricular change. Therefore, students are required to complete evaluations of all courses and rotations and their associated faculty/ preceptors. Students who do not to complete course/rotation evaluations within the established timeframe will receive one warning of the penalties for non-compliance. If the student still has not completed the evaluations within 48 hours of the warning, they will have written warning submitted to the Student Progress Committee for possible inclusion as part of their academic record. The PA Program also recognizes that repeated noncompliance is an issue of professional conduct. If noncompliance occurs in subsequent courses, the student will be required to meet with the Student Progress Committee.

## Modifications in Course Syllabus Disclaimer

Every attempt has been made to provide a complete syllabus that provides an accurate overview of the course. However, circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. This may depend, in part, on the progress, needs and experiences of the students.



## Bibliography

Collins, D.R.J., O'Sullivan, J., & Bobrovitz, N. (2016). Blood pressure lowering for cardiovascular disease. *The Lancet*, 388(10040), 9-15. doi:10.1016/S0140-6736(16)30971-0

Gegitz, M.H., et. al. (2015). Revision of the Jones criteria for the diagnosis of acute rheumatic fever in the era of Doppler echocardiography. *Circulation*, 131, 1806-1818. doi:10.1161/CIR.0000000000000205

Hill, C.L., Black, R.J., Nossent, J.C., Ruediger, C., Nguyen, L., Ninan, J.V., & Lester, S. (2017). Risk of mortality in patients with giant cell arteritis: A systematic review and meta-analysis. *Seminars in arthritis and rheumatism*, 46, 513-519. doi:10.1016/j.semarthrit.2016.08.015

National Heart Attack Alert Program (NHAAP) Coordinating Committee Critical Pathways Writing Group. (2002). Critical pathways for management of patients with acute coronary syndromes: An assessment by the National Heart Attack Alert Program. *American Heart Journal*, 143(5), 777-789. doi:10.1067/mhj.2002.120260

Remenyi, B., Carapetis, J., Wyber, R., Taubert, K., & Mayosi, B.M. (2013). Position statement of the World Heart Federation on the prevention and control of rheumatic heart disease. *Nat. Rev. Cardiol.*, 284-292. doi:10.1038/nrcardio.2013.34

Tatum, J.L., Jesse, R.L., Kontos, M.C., Nicholson, C.S., Schmidt, K.L., Roberts, C.S., & Ornato, J.P. (1997). Comprehensive strategy for the evaluation and triage of the chest pain patient. *Annals of Emergency Medicine*, 29(1), 116-125. doi:10.1016/S0196-0644(97)70317-2



PHYSICIAN ASSISTANT PROGRAM

**Affiliation Agreement for the Experiential Education of Students from  
the Physician Assistant Program at Marshall University  
Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between Marshall University on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the UNIVERSITY and **MARSHALL HEALTH**, hereinafter called the FACILITY.

WHEREAS, the UNIVERSITY is principally located at 1 John Marshall Drive, Huntington, West Virginia, 25755 and

WHEREAS, the FACILITY is principally located at **1600 Medical Center Drive, Huntington, West Virginia, 25702**, has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE 1**

**TERM**

The original term of this Agreement is from **May 1, 2022** through **April 30, 2023**.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors who possess a valid physician assistant license or medical license for practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program.  
If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a

statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
- viii. Maintain authority and responsibility for care given to FACILITY's patients.
- ix. Not be required to provide student with transportation.
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
- xi. Not compensate students for their time or activities while participating in any educational activities.
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
- xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

The UNIVERSITY will:

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance



notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

- ii. Inform the student and faculty of the requirement to comply with the FACILITY's policies and procedures while in attendance at the FACILITY.
- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through the faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A. Which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

**ARTICLE 4**  
**CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

**ARTICLE 5**  
**VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine


(Facility) Marshall Health

  
Signature

Bob Miller  
Printed Name

Vice Dean  
Title

7.23.19  
Date

  
Signature

BETH L. HAMMERS  
Printed Name

CEO  
Title

7/22/2019  
Date

## Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: School of Medicine

Dept/Division: PA Program

Alpha Designator/Number: PAS 655

☒ Graded ☐ CR/NC

Contact Person: Ginger Boles, MS PA-C

Phone: 304-629-1341

## NEW COURSE DATA:

New Course Title: Women's Health

Alpha Designator/Number:

P A S 6 5 5

Title Abbreviation:

W o m e n ' s H e a l t h

PA

(Limit of 25 characters and spaces)

PA Women's Health 2H 10/1/19

Course Catalog Description:  
(Limit of 30 words)

This rotation provides clinical instruction in obstetrics and gynecology in both outpatient and inpatient settings.

Co-requisite(s): PAS 650,651,652,653,654,655

First Term to be Offered: Summer 2022

Prerequisite(s): completion 4th Semester

Credit Hours: Four

Course(s) being deleted in place of this addition (must submit course deletion form): n/a

This course  
was approved  
with the  
title change

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head

Date

8/20/19

Registrar

510912

Date

8-21-19

College Curriculum Chair

Date

8/26/19

Graduate Council Chair

Date

10/1/19

## Request for Graduate Course Addition - Page 2

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College: School of Medicine

Department/Division: PA Program

Alpha Designator/Number: PAS 655

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Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

---

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Course will be taught by Faculty in the PA program and/ or School of Medicine

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

n/a

course duplication was addressed in Addition of Degree Application

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

n/a

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

see attached

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "**Not Applicable**" if not applicable.

Course will be taught by PA faculty in the PA program and/or School of Medicine

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached

## **Request for Graduate Course Addition - Page 3**

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7. COURSE OUTLINE (May be submitted as a separate document)

See attached

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

see attached

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

see attached

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

see attached

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

n/a

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See attached

## Request for Graduate Course Addition - Page 5

Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

*title change*

Department: PA program

Course Number and Title: PAS 655 <sup>PA</sup> Women's Health

Catalog Description: This rotation provides clinical instruction in obstetrics and gynecology in both outpatient and inpatient settings.

First Term Offered: Summer 2022

Credit Hours: Four





PHYSICIAN ASSISTANT PROGRAM

**MUPA Program**  
**Women's Health – PAS 655**  
**Course Syllabus**

**Course Description**

This rotation provides clinical instruction in obstetrics and gynecology in both outpatient and inpatient settings.

**Credits**

Four (4) credit hours

**Prerequisites**

Successful completion of the fourth semester of the Marshall University Physician Assistant Program.

**Course Goals**

- Cultivate competencies necessary for successful practice as a physician assistant in a primary care setting.
- Elevate skills in emotional intelligence, empathy, compassion, integrity, honesty, professionalism and cultural humility to be respectful and selfless in serving patient needs
- Understand clinical manifestations of issues specific to the health of women throughout all stages of life.
- Understand the physician assistant role to provide care, support, and education throughout the course of pregnancy, from prenatal care through labor and delivery.
- Mature interpersonal and communication skills to achieve effective patient education and counseling.
- Expand practice based learning and improvement techniques including documentation and coding skills.

**Term/Year**

Clinical Year 2022-2023

**Class Meeting Days/Times**

TBA

**Academic Calendar**

For beginning, ending, and add/drop dates, see the [Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>).

## Course Director

TBA

## Course Instructors

TBA

## Required Texts and Materials

Crees, Z., Fritz, C., Heudebert, A., Noe, J., Rengarajan, A., & Wang, X. (Eds.). (2020). *The Washington manual of medical therapeutics, 36th ed.* Philadelphia, PA: Wolters Kluwer.

Cunningham, F.G., Leveno, K.J., Bloom, S.L., Dashe, J.S., Hoffman, B.L., Casey, B.M., & Spong, C.Y. (Eds.). (2018). *Williams obstetrics, 25th ed.* New York, NY: McGraw-Hill.

DeCherney, A.H., Nathan, L., Laufer, N., & Roman, A.S. (Eds.). (2019). *CURRENT diagnosis & treatment: obstetrics & gynecology, 12th ed.* New York, NY: McGraw-Hill.

Hoffman, B.L., Schorge, J.O., Bradshaw, K.D., Halvorson, L.M., Schaffer, J.I., & Corton, M.M. (Eds.). (2016). *Williams gynecology, 3rd ed.* New York, NY: McGraw-Hill.

The Marshall University PA program has an online database of textbooks available to the students. The website for the online database is <http://accessmedicine.mhmedical.com>. Most textbooks used throughout the program can be found on the Access Medicine website.

## Required Equipment

- Stethoscope
- White coat
- ID badge

## Attire

Per the Marshall University Physician Assistant Program Policy.

## Attendance/Participation Policy

Attendance is vital to understanding course content. It is mandatory for all lectures/clinical labs, and is a reflection of your commitment, dedication, and work ethic. Requests for excused absences must be submitted to the course director via email as soon as the circumstance arises. Failure to attend may affect your grade or require discussion with the course director.

## Course Requirements

- Students are expected to attend and be on time for all scheduled lectures and learning activities.
- Students are expected to participate in all activities.
- Students are expected to be prepared for each lecture/learning activity by reading all assignments prior to the scheduled lecture/activity.
- Students are expected to clean up work area prior to leaving the classroom or laboratory.

- Completion of course & faculty evaluations. (see policy statement at the end of this syllabus)

### Methodologies of Teaching and Student Assessment

Student attainment of expected learning outcomes is developed through experiential patient care exposure under the supervision of a clinical preceptor and through self-directed learning by students. Formative assessment of progress toward attaining the course learning outcomes, learning objectives and required patient encounters/exposures is conducted mid-rotation. Summative evaluation of course learning outcomes, learning objectives and assurance of attainment of patient encounters/exposures is conducted upon conclusion of the course via the following components.

\*The final grade will be determined by earned point/total points.\*

Component	% of Final Grade
Preceptor Evaluation	40%
End of Rotation Exam	30%
Patient Logs	15%
Assignment	10%
Professionalism Rubric	5%

Per the MUPA program policy, the following grading scale applies:

- A – 89.5 – 100%
- B – 79.5 – 89.4%
- C – 69.5 – 79.4%
- F - < 69.4%

### **End of Rotation Exam Grade Conversion**

The Women's Health rotation assessment utilizes the PAEA End of Rotation exam and this test is specific to the Women's Health rotation. For more information about the exam composition please see the Women's Health Blueprint available at: <https://paeaonline.org/assessment/end-of-rotation/content/>. The site also includes a sample exam to further familiarize yourself with test expectations. For grading purposes within the Women's Health rotation, the PAEA exam score will be converted using a student Z-score.

#### 1. *Calculating The Z-Score*

- a. The following formula establishes the student Z-score for a particular test:
- b.  $Z\text{-Score} = (\text{Student EOR Score} - \text{National average for that exam}) / \text{Exam SD}$
- c. Example:  $Z\text{-score} = (87.9 - 75.9) / 8 = +1.5$ 
  - i. In the above example 87.9 is the student's EOR score; 75.9 is the national average on the same exam; and the exam standard deviation is 8.

#### 2. *Using the Z-Score to Convert the End Of Rotation Test Grade*

- a. Since the program assigns 70% as the lowest grade eligible to earn a "C" on a test, the following formula was used to establish a grade via a student Z-score.
- b.  $\text{Converted EOR Test Grade} = [85 + (z\text{-score} \times 10)]\%$  with a maximum allowed grade of 100%.

- c. For our example above the student would have a Converted EOR Test Grade =  $[85 + (1.5 \times 10)] = 100$ .

Z-Score	Adjusted Grade	Letter Grade
+0.5 +	90% to 100%	A
-0.5 to +0.49	80% to 89.9%	B
-1.5 to -0.51	70% to 79.9%	C
-2.5 to -1.51	60% to 69.9%	D
< -2.5	<60%	F

### Student Learning Outcomes, Competencies, and Instructional Objectives

Student Learning Outcomes Upon successful completion of this clinical rotation, PA students will be able to:	ARC-PA Standards/ Competencies	Student Learning Outcomes Upon successful completion of this clinical rotation, PA students will be able to:
Apply previously attained knowledge and apply that knowledge in the clinical setting, demonstrating breadth and depth of acquired competencies in medical knowledge and patient care necessary for the successful transition to PA practice.	B1.01, B1.02, B1.03, B1.04, B2.03, B2.05, B2.06, B2.08, B2.09 ICS)(MK), (PC)	<ul style="list-style-type: none"> <li>Obtain appropriate history and physical exam for each patient encounter.</li> <li>Select and interpret diagnostic tests to devise differential and working diagnosis.</li> <li>Formulate and advise plan for treatment including patient education and pharmaceutical therapeutics.</li> <li>Apply current practice guidelines to patient-specific medical screenings.</li> <li>Perform screenings to identify normal and abnormal pediatric development.</li> <li>Implement vaccination schedule as recommended by the CDC.</li> </ul>
Identify personal areas of growth in clinical knowledge, through self- assessment following patient encounters.	B2.10 (PBL)	<ul style="list-style-type: none"> <li>Formulate appropriate clinical questions.</li> <li>Perform thorough research of medical literature concerning clinical questions.</li> <li>Apply appropriate medical knowledge from the literature to care of patients.</li> </ul>
Demonstrate competency in interpersonal and communication skills with professionalism to provide patient-centered care.	B1.05, B1.07, B1.08, B2.04, B2.16 (ICS), (PC), (P)	<ul style="list-style-type: none"> <li>Create and sustain therapeutic and ethically sound relationships with patients, their family and inter-professional team.</li> </ul>

<b>Student Learning Outcomes</b>  Upon successful completion of this clinical rotation, PA students will be able to:	<b>ARC-PA Standards/ Competencies</b>	<b>Student Learning Outcomes</b>  Upon successful completion of this clinical rotation, PA students will be able to:
		<ul style="list-style-type: none"> <li>• Receive satisfactory evaluations from preceptors in all areas of professionalism.</li> <li>• Recognize scope of practice limitations and appropriately identify the need for physician consultation.</li> </ul>
Demonstrate an awareness of and responsiveness to the larger system of health care. Provide patient healthcare that balances quality of cost, while maintaining the primacy of the individual patient.	B2.11, B2.15 (SBP)	<ul style="list-style-type: none"> <li>• Understand the funding sources and payment systems that provide coverage for patient care and use the system effectively.</li> <li>• Apply medical information and clinical data systems to provide effective, efficient patient care.</li> </ul>
Provide routine preventative, acute or chronic gynecological care to the adolescent and adult woman in the inpatient/ outpatient setting as well as communicate appropriate patient education.	B3.02, B3.03, B3.04 (MK)	<ul style="list-style-type: none"> <li>• Be knowledgeable of the current recommendations for cervical cancer screening.</li> <li>• Be aware of the current recommendations clinical breast exams and mammography.</li> <li>• Perform a complete breast and pelvic examination.</li> <li>• Be able to select appropriate form of contraception based on patient age, preference and medical history.</li> </ul>
Provide appropriate prenatal care for the adolescent and adult woman with uncomplicated pregnancy	B3.02, B3.03, B3.04 (MK)	<ul style="list-style-type: none"> <li>• Identify the schedule for routine Prenatal visits for each trimester.</li> <li>• Implement the routine prenatal testing in each trimester. Understand and perform physical examination and fetal assessment in each trimester.</li> <li>• Determine the effects of common medical conditions during pregnancy.</li> <li>• Identify high risk pregnancies and make appropriate referral.</li> <li>• Be aware of pharma therapeutics contraindicated during pregnancy.</li> <li>• Understand the immunizations recommended and contraindicated during pregnancy.</li> </ul>

### Projection of Supervised Clinical Practice Encounters

The Marshall University Physician Assistant program understands that you will not encounter all conditions during your rotation. However, we believe it is plausible that you will encounter most of the

conditions listed below. You should devote sufficient time to studying all conditions specific to Internal Medicine practice, in addition to discussing them with your preceptor.

Medical Condition	# of Encounters
Menstrual disorders	10
Infectious diseases	5
Neoplasms of uterus, ovarian, endometrium, cervix, vagina	5
Disorders related to structural abnormalities	2
Disorders of the breast	10
Contraceptives	10
Endometriosis	5
Infertility	3
Ovarian cysts	5
Urinary incontinence	5
Sexual assault or spouse/partner neglect/violence	2
Prenatal care/normal pregnancy	10
Complications of pregnancy	3
Normal labor and delivery	10
Complications of labor and delivery	5
Postpartum care	10

Technical Skills	# of Encounters
Breast examination	5
PAP smear	5
Pelvic examination during pregnancy	10
Counseling/Giving sad or bad news	2
Patient education	5
Surgical assist – caesarian section	3
Surgical assist – laparoscopy, tubal ligation	2
Prescription preparation/writing	5
Discharge orders	3
STI testing/counseling	2
Preoperative evaluation	2
Diagnostic imaging (US, plain film radiography, mammogram, CT)	6

### Outline of Topics Covered on the End of Rotation Exam

At the conclusion of the Women's Health rotation, the PA student will be expected to have a strong understanding of the presentation, examination, management, and prognosis of the following internal medicine conditions. The list is provided by the Physician Assistant Education Association and serves as a guide for the Women's Health end-of-rotation examination. The Marshall University Physician Assistant Program understands that you will not encounter all of these conditions during your rotation. You should devote sufficient time studying all conditions as well as discussing them with your preceptor in order to gain an understanding as described above.

## GYNECOLOGY

### MENSTRUATION

Amenorrhea  
Dysfunctional uterine bleeding  
Dysmenorrhea  
Menopause

Normal physiology  
Premenstrual dysphoric disorder  
Premenstrual syndrome

### INFECTIONS

Cervicitis (gonorrhea, chlamydia, herpes simplex, human papilloma virus)  
Chancroid  
Lymphogranuloma venereum

Pelvic Inflammatory disease  
Syphilis  
Vaginitis (trichomoniasis, bacterial vaginosis, atrophic vaginitis, candidiasis)

### NEOPLASMS

Breast cancer  
Cervical carcinoma  
Cervical dysplasia

Endometrial cancer  
Ovarian neoplasms  
Vaginal/vulvar neoplasms

### DISORDERS OF THE BREAST

Breast abscess  
Breast fibroadenoma

Fibrocystic disease  
Mastitis

### STRUCTURAL ABNORMALITIES

Cystocele  
Ovarian torsion

Rectocele  
Uterine prolapse

### OTHER



Contraceptive methods  
Endometriosis  
Infertility  
Leiomyoma

Ovarian cyst  
Sexual assault  
Spouse or partner neglect/violence  
Urinary incontinence

## OBSTETRICS

### PRENATAL CARE/NORMAL PREGNANCY

Apgar score  
Fetal position  
Multiple gestation

Normal labor and delivery (stages, duration, mechanism of delivery, monitoring)  
Physiology of pregnancy  
Prenatal diagnosis/care

### PREGNANCY COMPLICATIONS

Abortion  
Ectopic pregnancy  
Gestational diabetes  
Gestational trophoblastic disease (molar pregnancy, choriocarcinoma)  
Incompetent cervix

Placenta abruption  
Placenta previa  
Preeclampsia/eclampsia  
Pregnancy induced hypertension  
Rh incompatibility

### LABOR AND DELIVERY COMPLICATIONS

Breech presentation  
Dystocia  
Fetal distress

Premature rupture of membranes  
Preterm labor  
Prolapsed umbilical cord

### POSTPARTUM CARE

Endometritis  
Normal physiology changes of puerperium

Perineal laceration/episiotomy care  
Postpartum hemorrhage

## ARC-PA Standards that Pertain to the Course

The Accreditation Review Commission on Education for the Physician Assistant is the accrediting agency that protects the interests of the public and physician assistant profession by defining the standards for physician assistant education and evaluating physician assistant educational programs within the



territorial United States to ensure their compliance with those standards. The ARC-PA Standards, 4<sup>th</sup> ed. that are relevant to this course are listed below:

4<sup>th</sup> Ed. ARC-PA Standards (<http://www.arc-pa.org//accreditation/standards-of-accreditation/>)

- B1.01 – The curriculum *must* be consistent with the mission and goals of the program.
- B1.02 – The curriculum must include core knowledge about the established and evolving biomedical and clinical sciences and the application of this knowledge to patient care.
- B1.03 – The curriculum must be of sufficient breadth and depth to prepare the student for the clinical practice of medicine.
- B1.04 – The curriculum design *must* reflect sequencing that enables students to develop the *competencies* necessary for current and evolving clinical practice.
- B1.05 – The curriculum *must* include instruction about intellectual honesty and appropriate academic and professional conduct.
- B1.06 – The curriculum *must* include instruction to prepare students to provide medical care to patients from diverse populations.
- B1.07 – The curriculum *must* include instruction related to the development of problem solving and medical decision-making skills.
- B1.09 – For each didactic and clinical course, the program *must* define and publish *instructional objectives* that guide student acquisition of required *competencies*.
- B2.03 – The program curriculum *must* include instruction in clinical medicine covering all organ systems.
- B2.04 – The program curriculum *must* include instruction in interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families and other health professionals.
- B2.05 – The program curriculum *must* include instruction in the patient evaluation, diagnosis, and management.
- B2.06 – The program curriculum *must* include instruction in the provision of clinical medical care across the lifespan.
- B2.07 – The program curriculum *must* include instruction in technical skills and procedures based on current professional practice.
- B2.09 – The program curriculum *must* include instruction in basic counseling and patient education skills.
- B2.10 – The program curriculum *must* include instruction to prepare students to search, interpret and evaluate the medical literature, including its application to individualized patient care.
- B2.11 – The program curriculum *must* include instruction in health care delivery systems and health policy.
- B2.15 – The program curriculum *must* include instruction regarding reimbursement, documentation of care, coding, and billing.
- B2.16 – The program curriculum *must* include instruction in the principles and practice of medical ethics.
- B3.01 – PA students *must* be clearly identified in the clinical setting to distinguish them from physicians, medical students and other health profession students and graduates.
- B3.02 – *Supervised clinical practice experiences must* enable students to meet program expectations and acquire the *competencies* needed for entry into clinical PA practice.
- B3.03 – *Supervised clinical practice experiences must* provide *sufficient* patient exposure to allow each student to meet program expectations and acquire the competencies needed for entry into clinical PA practice with patients seeking:

- a.) medical care across the life span to include; infants, children, adolescents, adults, and the elderly,
  - b.) women's health (to include prenatal and gynecologic care),
  - c.) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
  - d.) care for behavioral and mental health conditions.
- B3.04 – *Supervised clinical practice experiences must occur in the following settings:*
  - a.) outpatient,
  - b.) emergency department,
  - c.) inpatient and
  - d.) operating room.
- B3.05 - Instructional faculty for the supervised clinical practice portion of the educational program must consist primarily of practicing physicians and PAs.
- B3.06 – Supervised clinical practice experiences should occur with:
  - a.) physicians who are specialty board certified in their area of instruction
  - b.) PAs teamed with physicians who are specialty board certified in their area of instruction or
  - c.) other licensed health care providers experienced in their area of instruction.
- B3.07 – Supervised clinical practice experiences should occur with preceptors practicing in the following disciplines:
  - a.) family medicine
  - b.) internal medicine
  - c.) general surgery
  - d.) pediatrics
  - e.) ob/gyn and
  - f.) behavioral and mental health care.

## **MUPA Program Competencies Relevant to this Course**

### **Medical Knowledge (MK)**

Graduates will demonstrate core knowledge about established and evolving biomedical and clinical sciences and the application of this knowledge to patient care. Graduates will apply the ability to use evidence-based medicine, and be able to synthesize areas of pathophysiology, patient presentation, differential diagnosis, patient management, surgical principles, health promotion and disease prevention to care for patients across the life span in culturally diverse populations and rural areas.

### **Interpersonal & Communication Skills (ICS)**

Graduates will employ skills to work in inter-professional teams that will result in effective communication with patients, other health care professionals, and patient families. Graduates will be able to accurately document information they obtain with respect to medical, financial, legal, and accuracy purposes.

### **Patient Care (PC)**

Graduates will demonstrate the ability to make decisions about diagnostic and therapeutic interventions based on patient preferences, current scientific evidence and informed clinical judgement. Graduates will be able to aim health services for patients on disease prevention, health maintenance and patient and family education.

**Professionalism (P)**

Graduates will demonstrate commitment to excellence in professional relationships and ongoing professional development (including lifelong learning). Physician assistants are expected to have a firm understanding of legal and regulatory requirements as well as the appropriate role of physician assistants in health care.

**Practice-based Learning & Improvement (PBL)**

Graduates will demonstrate the ability to critically analyze their practice in light of their experience, the medical literature and their own self-analysis and self-improvement.

**Systems Based Practice (SBP)**

Graduate will be prepared to practice cost effective health care and resource allocation that does not compromise patient care. Graduates will be able to discuss ways to partner with supervising/collaborating physicians and other health care professionals to improve the delivery and effectiveness of health care and patient outcomes.

**University Policies**

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to MU Academic Affairs: University Policies. (URL: <http://www.marshall.edu/academic-affairs/policies/> )

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

**Marshall University E-Mail Accounts and Technology Assistance**

You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit Marshall IT: Office 365 (URL: <https://www.marshall.edu/it/office365/> ).

For computer and browser requirements, see “Get Connected” and “Internet Browser” at Student Resources: First Steps. See also IT: Recommended Hardware (URLs:

<http://www.marshall.edu/muonline/student-resources/> and

<http://www.marshall.edu/it/recommendations/> ). To check your browsers, use the Blackboard Browser Checker and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/BrowserChecker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/BrowserChecker) )

- Students must be able to use Marshall Email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard. Adobe Acrobat Reader may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit Marshall IT: Office 365 (URL: <http://www.marshall.edu/it/office365/> ).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

If you have technical problems, please contact one or more of the following:

- Blackboard Support Center (URL: <http://marshall.edusupportcenter.com> )
- Marshall Information Technology (IT) Service Desk (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )  
Huntington: (304) 696-3200
- Email the IT Service Desk ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu) )

## Technology and Technical Skill Requirement

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.

## Course & Faculty Evaluations

Policy Statement Regarding Student Compliance with Course Evaluations: The Physician Assistant Program at Marshall University has a process to assess all aspects of the program. It is important to gain information from our PA students. By implementing a systematic method of collecting student feedback, appropriate PA program faculty, the Program Director, the Curriculum Committee and the Self-Assessment Committee are able to carefully review and respond to student course ratings to identify strengths and weaknesses and promote positive curricular change. Therefore, students are required to complete evaluations of all courses and rotations and their associated faculty/ preceptors. Students who do not to complete course/rotation evaluations within the established timeframe will receive one warning of the penalties for non-compliance. If the student still has not completed the evaluations within 48 hours of the warning, they will have written warning submitted to the Student Progress Committee for possible inclusion as part of their academic record. The PA Program also recognizes that repeated noncompliance is an issue of professional conduct. If noncompliance occurs in subsequent courses, the student will be required to meet with the Student Progress Committee.

## Modifications in Course Syllabus Disclaimer

Every attempt has been made to provide a complete syllabus that provides an accurate overview of the course. However, circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. This may depend, in part, on the progress, needs and experiences of the students.

## Bibliography

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Peña-Rosas, J. P., De-Regil, L. M., Dowswell, T., & Viteri, F. E. (2012). Intermittent oral iron supplementation during pregnancy. *The Cochrane database of systematic reviews*, 7(7), CD009997. doi:10.1002/14651858.CD009997

Singh, T., Prabhakar, N., Singla, V., Bagga, R., & Khandelwal, N. (2018). Spectrum of magnetic resonance imaging findings in ovarian torsion. *Polish journal of radiology*, 83, e588–e599. doi:10.5114/pjr.2018.81157



PHYSICIAN ASSISTANT PROGRAM

**Affiliation Agreement for the Experiential Education of Students from  
the Physician Assistant Program at Marshall University  
Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between **Marshall University** on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the **UNIVERSITY** and **Ashland Center for Women's Health** hereinafter called the **FACILITY**.

WHEREAS, the **UNIVERSITY** is principally located at **1 John Marshall Drive, Huntington, West Virginia, 25755** and

WHEREAS, the **FACILITY** is principally located at **617 23<sup>rd</sup> St, Suite 415, Medical Plaza A, Ashland, KY 41101** has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE 1**

**TERM**

The original term of this Agreement is from **May 1, 2022** through **April 30, 2023**.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors who possess a valid physician assistant license or medical license for practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program.  
If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a

statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
- viii. Maintain authority and responsibility for care given to FACILITY's patients.
- ix. Not be required to provide student with transportation.
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
- xi. Not compensate students for their time or activities while participating in any educational activities.
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
- xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

**The UNIVERSITY will:**

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance



notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

- ii. Inform the student and faculty of the requirement to comply with the FACILITY's policies and procedures while in attendance at the FACILITY.
- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through the faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A. Which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

**ARTICLE 4**  
**CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

**ARTICLE 5**  
**VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine

Bob Miller MD  
Signature

Bob Miller MD  
Printed Name

Vice Dean  
Title

8-6-19  
Date

(Facility) Ashland Center For Women's Health

Libbith A. Maddox PA-C  
Signature

LIBBITH A. Maddox PA-C  
Printed Name

Physician Assistant  
Title

7/26/2019  
Date



PHYSICIAN ASSISTANT PROGRAM

## **Affiliation Agreement for the Experiential Education of Students from the Physician Assistant Program at Marshall University Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between Marshall University on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the UNIVERSITY and MARSHALL HEALTH, hereinafter called the FACILITY.

WHEREAS, the UNIVERSITY is principally located at 1 John Marshall Drive, Huntington, West Virginia, 25755 and

WHEREAS, the FACILITY is principally located at 1600 Medical Center Drive, Huntington, West Virginia, 25702, has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

### **ARTICLE 1**

#### **TERM**

The original term of this Agreement is from May 1, 2022 through April 30, 2023.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors who possess a valid physician assistant license or medical license for practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program.  
If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a



statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
- viii. Maintain authority and responsibility for care given to FACILITY's patients.
- ix. Not be required to provide student with transportation.
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
- xi. Not compensate students for their time or activities while participating in any educational activities.
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
- xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

The UNIVERSITY will:

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance

notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

- ii. Inform the student and faculty of the requirement to comply with the FACILITY's policies and procedures while in attendance at the FACILITY.
- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through the faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A. Which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

**ARTICLE 4**  
**CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

**ARTICLE 5**  
**VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine

(Facility) Marshall Health

Bob Milano  
Signature  
Bob Milano  
Printed Name  
Vice Dean  
Title  
7.23.19  
Date

Beth L. Hammers  
Signature  
BETH L. HAMMERS  
Printed Name  
CEO  
Title  
7/22/2019  
Date



## **Physician Assistant Program**

This Affiliation Agreement is made and entered into by and between **Marshall University** on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the **UNIVERSITY** and **St. Mary's Medical Center/SMMM** (St. Mary's Medical Management) of Huntington, WV hereinafter called the **FACILITY**.

**Whereas**, the **UNIVERSITY** is principally located at **1 John Marshall Drive**, Huntington, WV, 25755 and

**Whereas**, the **FACILITY** is principally located at 2900 First Avenue, Huntington, WV 25702 has the facilities, equipment, personnel, and services to provide experiential experiences.

**Whereas**, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

**Whereas**, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

Now therefore, in consideration of the mutual benefits, parties hereto agree as follows:

### **ARTICLE 1**

#### **TERM**

The original term of this Agreement is from May 1, 2022 through April 30, 2023.

This Agreement shall be effective when signed by both parties. The term of this Agreement shall be one (1) full year from the day and year first above written and shall be renewed annually automatically upon the same terms and conditions as set forth in this Agreement.

Notwithstanding, this Agreement may be terminated at any time by either party by giving thirty (30) days advance written notice, however students assigned at the **FACILITY** when termination notice is given shall be permitted to complete their current rotation at **UNIVERSITY**'s option. Either party desiring to negotiate a modification in this Agreement may do so by notifying, in writing, the other institution thirty (30) days in advance of commencement of such negotiation.



## **ARTICLE 2**

### **RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors engaged by the UNIVERSITY who possess a valid physician assistant license or medical license and are credentialed by the practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (Collective "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, (FERPA® and its implementing regulations (34 C.F. R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program. If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY's and/or FACILITY'S FERPA obligation in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations or who violates the confidentiality of patient information. Such request must be in writing, and must include a state of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a statement of the reason or reasons why FACILITY removed the student. The

**UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The University will notify the FACILITY if such action is required.**

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of the FACILITY.**
- viii. Maintain authority and responsibility for care given to FACILITY's patients.**
- ix. Not be required to provide student with transportation.**
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.**
- xi. Not compensate students for their time or activities while participating in any educational activities.**
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.**
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.**
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.**
- xv. Provide orientation to the student of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.**
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.**

**The UNIVERSITY will:**

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.**
- ii. Inform the student and faculty of the requirement to comply with the FACILITY'S policies and procedures while in attendance at the FACILITY.**

- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars ((\$1,000,000) per claim/occurrence and \$3 million/aggregate covering the negligent or intentional acts of its students or clinical instructors at the outset of this Agreement and keep said insurance in force throughout the term if this Agreement. on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for drug screen and background checks as required by the FACILITY. The current requirements of the FACILITY are set forth in Attachment 1, which is attached hereto and incorporated by reference.

### **ARTICLE 3**

#### **CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

### **ARTICLE 4**

#### **VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

## **ATTACHMENT 1**

1. All students and faculty members shall meet the following requirements before beginning their clinical training experiences at St. Mary's Medical Center. If such information is provided in the form of a written statement from the educational institution or an attestation signed by students or faculty, St. Mary's Medical Center reserves the right to request supporting evidence on either an individual basis or as part of a random audit to ensure compliance with these requirements.
  - a. A negative 10 panel urine drug screen dated within six (6) months prior to the commencement of the clinical training experience. For the purposes of these requirements, a negative drug screen would include positive results which have been validated for prescription medications.
  - b. A clear criminal background check (with no unresolved discrepancies) consisting of social security verification, Medicare integrity (OIG sanctions), state and county checks with check results dated within six (6) months prior to the commencement of the clinical training experience;
  - c. A statement that the student or faculty member is free of communicable disease;
  - d. Verification of immunization or antibody to rubella;
  - e. Verification of two-step PPD or Interferon Gamma Release Assay (IGRA) , the latest result no more than 90 days prior to first rotation, testing documented within the last year. If positive, documentation of appropriate follow-up.
  - f. Verification of Varicella history.
  - g. Verification of immunization to measles (rubeola) if born in 1957 or later;
  - h. Verification of TDAP vaccination within the recommended time frame; and
  - i. Receipt of Hepatitis B vaccination or declination: In the case that the student/instructor is Hepatitis B positive (chronically infected) a Hepatitis B viral load (within 90 days of the first clinical day) must be submitted to SMMC Employee Health. This also applies to Hepatitis C positive results.
  - j. Receipt of Hepatitis C vaccination or declination;
  - k. Clinical students and instructors seeking clinical experience at Medical Center/SMMM are required to have documentation of current CPR certification.
2. During the flu season, St. Mary's Medical Center requires that all employees, staff members, students and faculty either attest that they have received the flu vaccine or wear a mask at all times during their clinical experience at the Medical Center.
3. St. Mary's Medical Center reserves the right to modify these requirements at any time upon thirty (30) days prior written notice to the educational institution.

Effective June 1, 2017; revised October 9, 2017; revised February 14, 2018; revised July 8, 2019; adpt: 8/19 for SMMC

## ARTICLE 5

### ASSIGNMENT

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

## ARTICLE 7

### SEVEREABILITY

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

#### Marshall University School of Medicine

Bob Miller MD  
Signature

Bob Miller MD  
Printed Name

Vice Dean  
Title

8-15-19  
Date

#### St. Mary's Medical Center

Lee Taylor  
Signature

Lee Taylor  
Printed Name

VPMA  
Title

8-13-19  
Date



## Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: School of Medicine

Dept/Division: PA Program

Alpha Designator/Number: PAS 656

☒ Graded ☐ CR/NC

Contact Person: Ginger Boles, MS PA-C

Phone: 304-629-1341

## NEW COURSE DATA:

New Course Title: Pediatrics

Alpha Designator/Number:

P A S 6 5 6

Title Abbreviation:

P e d i a t r i c s

PA<sup>7</sup>

(Limit of 25 characters and spaces)

PA Pediatrics 10/1/19

Course Catalog Description:  
(Limit of 30 words)

This rotation provides clinical instruction in pediatric primary care.

This course  
was approved  
with the title  
change

Co-requisite(s): PAS 650,651,652,653,654,655

First Term to be Offered: Summer 2022

Prerequisite(s): completion 4th Semester

Credit Hours: Four

Course(s) being deleted in place of this addition (must submit course deletion form): n/a

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head



Date

8-20-19

Registrar



510912

Date

8-21-19

College Curriculum Chair



Date

8/26/19

Graduate Council Chair



Date

10/1/19

## Request for Graduate Course Addition - Page 2

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College: School of Medicine

Department/Division: PA Program

Alpha Designator/Number: PAS 656

---

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

---

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Course will be taught by Faculty in the PA program and/ or School of Medicine

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

n/a

course duplication was addressed in Addition of Degree Application

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

n/a

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

see attached

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "**Not Applicable**" if not applicable.

Course will be taught by PA faculty in the PA program and/or School of Medicine

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached

## **Request for Graduate Course Addition - Page 3**

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**7. COURSE OUTLINE** (May be submitted as a separate document)

See attached

**8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES** (May be submitted as a separate document)

see attached

**9. EXAMPLE OF INSTRUCTIONAL METHODS** (Lecture, lab, internship)

see attached

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

see attached

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

n/a

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See attached

## Request for Graduate Course Addition - Page 5

Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

*title change*

Department: PA program

Course Number and Title: PAS 656 <sup>PA</sup>Pediatrics

Catalog Description: This rotation provides clinical instruction in pediatric primary care.

First Term Offered: Summer 2022

Credit Hours: Four



## **MUPA Program Pediatrics – PAS 656 Course Syllabus**

### **Course Description**

This rotation provides clinical instruction in pediatric primary care.

### **Credits**

Four (4) credit hours

### **Prerequisites**

Successful completion of fourth semester of the Marshall University Physician Assistant Program.

### **Course Goals**

- Cultivate competencies necessary for successful practice as a physician assistant in a pediatrics setting.
- Elevate skills in emotional intelligence, empathy, compassion, integrity, honesty, professionalism, and cultural humility to be respectful and selfless in serving patient needs.
- Continue development of medical decision-making skills, through patient evaluation, diagnosis, and management.
- Mature interpersonal and communication skills in order to achieve effective patient counseling and education as well as effective interprofessional relationships.
- Expand practice based learning and improvement techniques including documentation and coding skills.

### **Term/Year**

Clinical Year 2022-2023

### **Class Meeting Days/Times**

TBA

### **Location**

TBA

### **Academic Calendar**

For beginning, ending, and add/drop dates, see the [Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>).



## Course Director

Dean Wright, PA-C

Office TBA

Cell phone (304) 633 - 1366

Office hours TBA

Office phone (304) 691-6966

Email: [wrightk@marshall.edu](mailto:wrightk@marshall.edu)

## Course Instructors

TBA

## Required Texts and Materials

Crees, Z., Fritz, C., Heudebert, A., Noe, J., Rengarajan, A., & Wang, X. (Eds.). (2020). *The Washington manual of medical therapeutics, 36th ed.* Philadelphia, PA: Wolters Kluwer.

Hay, WW., Deterding, RR., & Abzug, M.J. (2018). *Current medical diagnosis & treatment: Pediatrics, 23<sup>rd</sup> ed.* New York, NY: McGraw-Hill.

The Marshall University PA program has an online database of textbooks available to the students. The website for the online database is <http://accessmedicine.mhmedical.com>. Most textbooks used throughout the program can be found on the Access Medicine website.

## Required Equipment

- Stethoscope
- White coat
- ID badge

## Attire

Per the Marshall University Physician Assistant Program Policy.

## Attendance/Participation Policy

Attendance is vital to understanding course content. It is mandatory for all lectures/clinical labs, and is a reflection of your commitment, dedication, and work ethic. Requests for excused absences must be submitted to the course director via email as soon as the circumstance arises. Failure to attend may affect your grade or require discussion with the course director.

## Course Requirements

- Students are expected to attend and be on time for all scheduled lectures and learning activities.
- Students are expected to participate in all activities.
- Students are expected to be prepared for each lecture/learning activity by reading all assignments prior to the scheduled lecture/activity.
- Students are expected to clean up work area prior to leaving the classroom or laboratory.
- Completion of course & faculty evaluations. (see policy statement at the end of this syllabus)

## Methodologies of Teaching and Student Assessment

Student attainment of expected learning outcomes is developed through experiential patient care exposure under the supervision of a clinical preceptor and through self-directed learning by students. Formative assessment of progress toward attaining the course learning outcomes, learning objectives and required patient encounters/exposures is conducted mid-rotation. Summative evaluation of course learning outcomes, learning objectives and assurance of attainment of patient encounters/exposures is conducted upon conclusion of the course via the following components.

\*The final grade will be determined by earned points/total points.\*

Component	% of Final Grade
Preceptor Evaluation	40%
End of Rotation Exam	30%
Patient Logs	15%
Assignment	10%
Professionalism Points	5%

Per the MUPA program policy, the following grading scale applies:

- A – 89.5 - 100%
- B – 79.5 - 89.4%
- C – 69.5 - 79.4%
- F – < 69.4 %

### End of Rotation Exam Grade Conversion

The Pediatrics rotation assessment utilizes the PAEA End of Rotation exam and this test is specific to the Pediatrics rotation. For more information about the exam composition please see the Pediatrics Blueprint available at: <https://paeaonline.org/assessment/end-of-rotation/content/>. The site also includes a sample exam to further familiarize yourself with test expectations.

For grading purposes within the Pediatrics rotation, the PAEA exam score will be converted using a student Z-score.

1. *Calculating The Z-Score*
  - a. The following formula establishes the student Z-score for a particular test:
  - b.  $Z\text{-Score} = (\text{Student EOR Score} - \text{National average for that exam}) / \text{Exam SD}$
  - c. Example:  $Z\text{-score} = (87.9 - 75.9) / 8 = +1.5$ 
    - i. In the above example 87.9 is the student's EOR score; 75.9 is the national average on the same exam; and the exam standard deviation is 8.
2. *Using the Z-Score to Convert the End Of Rotation Test Grade*
  - a. Since the program assigns 70% as the lowest grade eligible to earn a "C" on a test, the following formula was used to establish a grade via a student Z-score.
  - b.  $\text{Converted EOR Test Grade} = [85 + (z\text{-score} \times 10)]\%$  with a maximum allowed grade of 100%.
  - c. For our example above the student would have a  $\text{Converted EOR Test Grade} = [85 + (1.5 \times 10)] = 100$ .



Z-Score	Adjusted Grade	Letter Grade
+0.5 +	90% to 100%	A
-0.5 to +0.49	80% to 89.9%	B
-1.5 to -0.51	70% to 79.9%	C
-2.5 to -1.51	60% to 69.9%	D
< -2.5	<60%	F

### Student Learning Outcomes, Competencies, and Instructional Objectives

Learning Outcomes  Upon successful completion of this clinical rotation, PA students will be able to:	ARC-PA Standards/  Competencies	Instructional Objectives  Upon successful completion of this clinical rotation, PA students will be able to:
Apply previously attained knowledge and apply that knowledge in the clinical setting, demonstrating breadth and depth of acquired competencies in medical knowledge and patient care necessary for the successful transition to PA practice.	( PC)(MK) B1.01,B1.02, B1.03, B1.04 B2.03, B2.05, B2.06, B2.09, B2.08	<ul style="list-style-type: none"> <li>Obtain appropriate history and physical exam for each patient encounter.</li> <li>Select and interpret diagnostic tests to devise differential and working diagnosis.</li> <li>Formulate and advise plan for treatment including patient education and pharmaceutical therapeutics.</li> <li>Apply current practice guidelines to patient-specific medical screenings.</li> <li>Perform screenings to identify normal and abnormal pediatric development.</li> <li>Implement vaccination schedule as recommended by the CDC.</li> </ul>
Identify personal areas of growth in clinical knowledge, through self- assessment following patient encounters.	(MK), (PC) B2.10	<ul style="list-style-type: none"> <li>Formulate appropriate clinical questions.</li> <li>Perform thorough research of medical literature concerning clinical questions.</li> <li>Apply appropriate medical knowledge from the literature to care of patients.</li> </ul>
Demonstrate competency in interpersonal and communication skills with professionalism to provide patient-centered care.	(P), (PC),(ICS) B1.05, B2.04, B1.07	<ul style="list-style-type: none"> <li>Create and sustain therapeutic and ethically sound relationships with patients, their family and inter-professional team.</li> <li>Receive satisfactory evaluations from preceptors in all areas of professionalism.</li> </ul>

Student Learning Outcomes	ARC-PA Standards/ Competencies	Student Learning Outcomes
Upon successful completion of this clinical rotation, PA students will be able to:		Upon successful completion of this clinical rotation, PA students will be able to:
Demonstrate an awareness of and responsiveness to the larger system of health care to provide patient centered healthcare that balances quality of cost, while maintaining the primacy of the individual patient.	B2.11, B2.12, B2.13 (SBP)	<ul style="list-style-type: none"> <li>Understand the funding sources and payment systems that provide coverage for patient care and use the system effectively</li> <li>Apply medical information and clinical data systems to provide effective, efficient patient care.</li> </ul>

### Projection of Supervised Clinical Practice Encounters

The Marshall University Physician Assistant program understands that you will not encounter all conditions during your rotation. However, we believe it is plausible that you will encounter most of the conditions listed below. You should devote sufficient time to studying all conditions specific to Pediatrics practice, in addition to discussing them with your preceptor.

Medical Condition	# of Encounters
Allergy/Immunology disorders	10
Viral infections	10
Bacterial infections	5
Psychiatric disorders	10
Diabetes (type I & type II)	6
Neurologic disorders	2
Common ophthalmologic disorders	5
Common ENOT disorders	5
Upper gastrointestinal disorders	5
Disorders of biliary, hepatic, and pancreatic origin	1
Lower gastrointestinal disorders	10
Nutritional disorders	2
Orthopedics conditions	10
Dysmenorrhea	5
Rashes/dermatitis/hypersensitivity reactions	5
Substance use disorders	1
Congenital disorders	1
Low birth weight	5
Failure to thrive	2

Technical Skills	# of Encounters
Newborn examination	5
Well child examination	10
Acute care encounter	10
IM injections/immunizations	10
Visual acuity	2
Audiometry	1
Foreign body (ear, nose, GI tract)	1
Xray – interpretation	3
Casting/splinting	2
Wound care	1
Prescription writing	5

### Outline of Topics Covered on the End of Rotation Exam

At the conclusion of the Pediatrics rotation, the PA student will be expected to have a strong understanding of the presentation, examination, management, and prognosis of the following pediatric conditions. The list is provided by the Physician Assistant Education Association and serves as a guide for the Pediatrics end-of-rotation examination. The Marshall University Physician Assistant Program understands that you will not encounter all of these conditions during your rotation. You should devote sufficient time studying the conditions as well as discussing them with your preceptor in order to gain an understanding as described above.

### DERMATOLOGY

Acne vulgaris	Lice
Androgenetic alopecia	Lichen planus
Atopic dermatitis	Pityriasis rosea
Burns	Scabies
Contact dermatitis	Stevens-Johnson syndrome
Dermatitis (diaper, perioral)	Tinea
Drug eruptions	Toxic epidermal necrolysis
Erythema multiforme	Urticaria
Exanthems	Verrucae
Impetigo	



## ENOT/OPHTHALMOLOGY

Acute otitis media  
Acute pharyngotonsillitis  
Allergic rhinitis  
Conjunctivitis  
Epiglottitis  
Epistaxis  
Hearing impairment

Mastoiditis  
Oral candidiasis  
Orbital cellulitis  
Otitis externa  
Peritonsillar abscess  
Strabismus  
Tympanic membrane perforation

## INFECTIOUS DISEASE

Atypical mycobacterial disease  
Epstein-Barr disease  
Erythema infectiosum  
Hand-foot-and-mouth disease  
Herpes simplex  
Influenza  
Measles

Mumps  
Pertussis  
Pinworms  
Roseola  
Rubella  
Varicella infection

## PULMONOLOGY

Acute bronchiolitis  
Asthma  
Croup  
Cystic fibrosis

Foreign body  
Hyaline membrane disease  
Pneumonia  
Respiratory distress

## CARDIOVASCULAR

Acute rheumatic fever  
Atrial septal defect  
Coarctation of the aorta  
Hypertrophic cardiomyopathy  
Kawasaki disease

Patent ductus arteriosus  
Syncope  
Tetralogy of Fallot  
Ventricular septal defect



## GASTROINTESTINAL/NUTRITIONAL SYSTEM

Appendicitis	Inguinal hernia
Colic	Intussusception
Constipation	Jaundice
Dehydration	Lactose intolerance
Duodenal atresia	Niacin deficiency
Encopresis	Pyloric stenosis
Foreign body	Umbilical hernia
Gastroenteritis	Vitamin A deficiency
Hepatitis	Vitamin C deficiency
Gastroesophageal reflux disease	Vitamin D deficiency
Hirschsprung disease	

## NEUROLOGY/DEVELOPMENTAL

Anticipatory guidance	Normal growth and development
Down syndrome	Seizure disorders
Febrile seizure	Teething
Immunization guidelines	Turner syndrome
Meningitis	

## PSYCHIATRY/BEHAVIORAL MEDICINE

Anxiety disorders	Disruptive, impulse-control, and conduct disorders
Attention-deficit/hyperactivity disorder	Feeding or eating disorders
Autism spectrum disorder	Suicide
Child abuse and neglect	Depressive disorders

## ORTHOPEDICS/RHEUMATOLOGY

Avascular necrosis of the proximal femur	Nursemaid elbow
Congenital hip dysplasia	Osgood-Schlatter disease
Juvenile rheumatoid arthritis	Scoliosis
Neoplasia of the musculoskeletal system	Slipped capital femoral epiphysis

## ENDOCRINOLOGY

Diabetes mellitus  
Hypercalcemia  
Hyperthyroidism

Hypothyroidism  
Obesity  
Short stature

## HEMATOLOGY

Anemia  
Bleeding disorders  
Brain tumors  
Hemophilia

Lead poisoning  
Leukemia  
Lymphoma  
Neutropenia

## UROLOGY/RENAL

Cryptorchidism  
Cystitis  
Enuresis  
Glomerulonephritis  
Hydrocele

Hypospadias  
Paraphimosis  
Phimosis  
Testicular torsion  
Vesicourethral reflux

### ARC-PA Standards that Pertain to this Course

The Accreditation Review Commission on Education for the Physician Assistant is the accrediting agency that protects the interests of the public and physician assistant profession by defining the standards for physician assistant education and evaluating physician assistant educational programs within the territorial United States to ensure their compliance with those standards. The ARC-PA Standards 4<sup>th</sup> ed., That are relevant to this course are listed below:

4<sup>th</sup> Ed. ARC-PA Standards (<http://www.arc-pa.org//accreditation/standards-of-accreditation/>)

- B1.01 – The curriculum *must* be consistent with the mission and goals of the program.
- B1.02 - The curriculum must include core knowledge about established and evolving biomedical and clinical sciences and then application of this knowledge to patient care.
- B1.03 - The curriculum must be of sufficient breadth and depth to prepare the student for clinical practice of medicine.
- B1.04 - The curriculum design *must* reflect sequencing that enables students to develop the *competencies* necessary for current and evolving clinical practice.
- B1.05 - The curriculum *must* include instruction about intellectual honesty and appropriate academic and professional conduct.
- B1.06 - The curriculum *must* include instruction to prepare students to provide medical care to patients from diverse populations.

- B1.07 - The curriculum *must* include instruction to prepare students to work collaboratively in inter-professional patient centered teams.
- B1.09 - For each didactic and clinical course, the program *must* define and publish *instructional objectives* to guide student acquisitions of required *competencies*.
- B2.03 - The program curriculum *must* include instruction in clinical medicine covering all organ systems.
- B2.04 - The program curriculum *must* include instruction in interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families and other health professionals.
- B2.05 - The program curriculum *must* include instruction in patient evaluation, diagnosis and management.
- B2.10 - The program curriculum *must* include instruction to prepare students to search, interpret and evaluate the medical literature, including its application to individualized patient care.
- B2.11 – The program curriculum *must* include instruction in health care delivery systems and health policy.
- B2.12 – The program curriculum *must* include instruction in concepts of public health as they relate to the role of the practicing PA.
- B2.13 – The program curriculum *must* include instruction in patient safety, quality improvement, prevention of medical errors, and risk management.
- B3.02 - *Standardized clinical practice experiences must enable all students to meet the program's learning outcomes expected of students to include preventive, emergent, acute, and chronic patient encounters.*
- B3.03- *Supervised clinical practice experiences must enable all students to meet the program's learning outcomes expected of students for patients seeking:*
  - a.) medical care across the life span to include, Infants, children and adolescents, adults, and the elderly,
  - b.) women's health (to include prenatal and gynecologic care),
  - c.) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
  - c.) care for behavioral and mental health conditions.
- B3.04 - *Supervised clinical practice experiences must occur in the following settings:*
  - a.) outpatient,
  - b.) emergency department
  - c.) inpatient and
  - d.) operating room.
- B3.05 - Instructional faculty for the supervised clinical portion of the educational program must consist primarily of practicing physicians and PAs.
- B3.07- Supervised clinical practice experiences should occur with preceptors practicing in the following disciplines:
  - a.) family medicine,
  - b.) internal medicine,
  - c.) general surgery,

- d.) pediatrics,
- e.) ob/gyn and
- f.) behavioral and mental health care.

## **MUPA Competencies Relevant to this Course**

### **Medical Knowledge (MK)**

Graduates will demonstrate core knowledge about established and evolving biomedical and clinical sciences and the application of this knowledge to patient care. Graduates will apply the ability to use evidence based medicine, and be able to synthesize areas of pathophysiology, patient presentation, differential diagnosis, patient management, surgical principles, health promotion and disease prevention to care for patients across the life span in culturally diverse populations and rural areas.

### **Interpersonal & Communication Skills**

Graduates will employ skills to work in interprofessional teams that will result in effective communication with patients, other health care professionals, and patient families. Graduates will be able to accurately document information they obtain with respect to medical, financial, legal, and accuracy purposes.

### **Patient Care**

Graduates will demonstrate the ability to make decisions about diagnostic and therapeutic interventions based on patient preferences, current scientific evidence and informed clinical judgement. Graduates will be able to aim health services for patients on disease prevention, health maintenance and patient and family education.

### **Professionalism**

Graduates will demonstrate commitment to excellence in professional relationships and on-going professional development (including lifelong learning). Physician assistants are expected to have a firm understanding of legal and regulatory requirements as well as the appropriate role of physician assistants in health care.

### **Practice –based learning & Improvement**

Graduates will demonstrate the ability to critically analyze their practice in light of their experience, the medical literature and their own self – analysis and self – improvement.

### **Systems Based Practice**

Graduates will be prepared to practice cost effective health care and resource allocation that does not compromise patient care. Graduates will be able to discuss ways to partner with supervising/ collaborating physicians and other health care professionals to improve the delivery and effectiveness of health care and patient outcomes.

## **University Policies**

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to [MU Academic Affairs: University Policies](http://www.marshall.edu/academic-affairs/policies/). (URL:

<http://www.marshall.edu/academic-affairs/policies/> )

- Academic Dishonesty Policy
- Academic Dismissal Policy



- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

## Marshall University E-Mail Accounts and Technology Assistance

You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit [Marshall IT: Office 365](https://www.marshall.edu/it/office365/) (URL: <https://www.marshall.edu/it/office365/> ). For computer and browser requirements, see "Get Connected" and "Internet Browser" at [Student Resources: First Steps](http://www.marshall.edu/muonline/student-resources/). See also [IT: Recommended Hardware](http://www.marshall.edu/it/recommendations/) (URLs: <http://www.marshall.edu/muonline/student-resources/> and <http://www.marshall.edu/it/recommendations/> ). To check your browsers, use the [Blackboard Browser Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/BrowserChecker) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: [https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/BrowserChecker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/BrowserChecker) )

- Students must be able to use Marshall Email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard. [Adobe Acrobat Reader](https://get.adobe.com/reader/) may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](https://www.marshall.edu/it/office365/) (URL: [http://www.marshall.edu/it/office365/](https://www.marshall.edu/it/office365/) ).
- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

If you have technical problems, please contact one or more of the following:

- [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: <http://marshall.edusupportcenter.com> )
- [Marshall Information Technology \(IT\) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )  
Huntington: (304) 696-3200
- [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu) )

## Technology and Technical Skill Requirement

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.

## Course and Faculty Evaluations

Policy Statement Regarding Student Compliance with Course Evaluations: The Physician Assistant Program at Marshall University has a process to assess all aspects of the program. It is important to gain information from our PA students. By implementing a systematic method of collecting student feedback, appropriate PA program faculty, the Program Director, the Curriculum Committee and the Self-Assessment Committee are able to carefully review and respond to student course ratings to identify strengths and weaknesses and promote positive curricular change. Therefore, students are required to complete evaluations of all courses and rotations and their associated faculty/ preceptors. Students who do not to complete course/rotation evaluations within the established timeframe will receive one warning of the penalties for non-compliance. If the student still has not completed the evaluations within 48 hours of the warning, they will have written warning submitted to the Student Progress Committee for possible inclusion as part of their academic record. The PA Program also recognizes that repeated noncompliance is an issue of professional conduct. If noncompliance occurs in subsequent courses, the student will be required to meet with the Student Progress Committee.

## Modifications in Course Syllabus Disclaimer

Every attempt has been made to provide a complete syllabus that provides an accurate overview of the course. However, circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. This may depend, in part, on the progress, needs and experiences of the students.



## Bibliography

Johnson, K. E., & McRee, A. L. (2015). Health-risk behaviors among high school athletes and preventive services provided during sports physicals. *Journal of pediatric health care : official publication of National Association of Pediatric Nurse Associates & Practitioners*, 29(1), 17–27. doi:10.1016/j.pedhc.2014.05.007

Musa, Z. A., Qasim, B. J., Ghazi, H. F., & Al Shaikhly, A. W. (2017). Diagnostic roles of calretinin in hirschsprung disease: A comparison to neuron-specific enolase. *Saudi journal of gastroenterology : official journal of the Saudi Gastroenterology Association*, 23(1), 60–66. doi:10.4103/1319-3767.199118

Noergaard, B., Ammentorp, J., Garne, E., Fenger-Gron, J., & Kofoed, P. E. (2018). Fathers' Stress in a Neonatal Intensive Care Unit. *Advances in neonatal care : official journal of the National Association of Neonatal Nurses*, 18(5), 413–422. doi:10.1097/ANC.0000000000000503

Torok, R. D., Campbell, M. J., Fleming, G. A., & Hill, K. D. (2015). Coarctation of the aorta: Management from infancy to adulthood. *World journal of cardiology*, 7(11), 765–775. doi:10.4330/wjc.v7.i11.765

Windfuhr J. P. (2016). Indications for tonsillectomy stratified by the level of evidence. *GMS current topics in otorhinolaryngology, head and neck surgery*, 15, Doc09. doi:10.3205/cto000136



PHYSICIAN ASSISTANT PROGRAM

**Affiliation Agreement for the Experiential Education of Students from  
the Physician Assistant Program at Marshall University  
Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between Marshall University on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the UNIVERSITY and **MARSHALL HEALTH**, hereinafter called the FACILITY.

WHEREAS, the UNIVERSITY is principally located at 1 John Marshall Drive, Huntington, West Virginia, 25755 and

WHEREAS, the FACILITY is principally located at 1600 Medical Center Drive, Huntington, West Virginia, 25702, has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE 1**

**TERM**

The original term of this Agreement is from May 1, 2022 through April 30, 2023.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors who possess a valid physician assistant license or medical license for practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program.  
If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a

statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
- viii. Maintain authority and responsibility for care given to FACILITY's patients.
- ix. Not be required to provide student with transportation.
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
- xi. Not compensate students for their time or activities while participating in any educational activities.
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
- xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

The UNIVERSITY will:

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance

notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

- ii. Inform the student and faculty of the requirement to comply with the FACILITY's policies and procedures while in attendance at the FACILITY.
- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through the faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A. Which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

**ARTICLE 4**  
**CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

**ARTICLE 5**  
**VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.



This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine

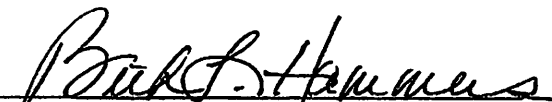
(Facility) Marshall Health

  
Signature

Bob Miller  
Printed Name

Vice Dean  
Title

7.23.19  
Date

  
Signature

BETH L. HAMMERS  
Printed Name

CEO  
Title

7/22/2019  
Date

## Request for Graduate Course Addition

1. are one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.  
 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.  
 3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: School of Medicine

Dept/Division: PA Program

Alpha Designator/Number: PAS 657

☒ Graded ☐ CR/NC

Contact Person: Ginger Boles, MS PA-C

Phone: 304-629-1341

## NEW COURSE DATA:

New Course Title: General Surgery

Alpha Designator/Number:

P A S 6 5 7

Title Abbreviation:

G e n e r a l S u r g e r y

PA<sup>7</sup>

(Limit of 25 characters and spaces)

PA General Surgery

Course Catalog Description:  
(Limit of 30 words)

This rotation provides clinical instruction in the principles of surgery, pre-operative evaluation and preparatory procedures, post-operative care, and development of surgical skills

Co-requisite(s): PAS 650,651,652,653,654,655

First Term to be Offered: Summer 2022

Prerequisite(s): completion 4th Semester

Credit Hours: Four

Course(s) being deleted in place of this addition (must submit course deletion form): n/a

This  
course  
was  
approved  
with a title  
change

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head

Date

Registrar

Date

College Curriculum Chair

Date

Graduate Council Chair

Date

## Request for Graduate Course Addition - Page 2

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College: School of Medicine

Department/Division: PA Program

Alpha Designator/Number: PAS 657

---

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

---

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Course will be taught by Faculty in the PA program and/ or School of Medicine

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

n/a

course duplication was addressed in Addition of Degree Application

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

n/a

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

see attached

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "**Not Applicable**" if not applicable.

Course will be taught by PA faculty in the PA program and/or School of Medicine

6. COURSE OBJECTIVES: (May be submitted as a separate document)

see attached

## **Request for Graduate Course Addition - Page 3**

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**7. COURSE OUTLINE (May be submitted as a separate document)**

See attached

**8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)**

see attached

**9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)**

see attached

## **Request for Graduate Course Addition - Page 4**

### **10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)**

see attached

### **11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE**

n/a

### **12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)**

See attached

## Request for Graduate Course Addition - Page 5

Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Course Number and Title:

Catalog Description:

Prerequisites:

First Term Offered:

Credit Hours:

*title change*

Department: PA program

Course Number and Title: PAS 657<sup>PA</sup> General Surgery

Catalog Description: This rotation provides clinical instruction in principles of surgery, pre-operative evaluation and preparatory procedures, post-operative care, and development of surgical skills.

First Term Offered: Summer 2022

Credit Hours: Four





PHYSICIAN ASSISTANT PROGRAM

## **MUPA Program General Surgery – PAS 657 Course Syllabus**

### **Course Description**

This rotation provides clinical instruction in general surgery

### **Credits**

Four (4) credit hours

### **Prerequisites**

Successful completion of the fourth semester of the Marshall University Physician Assistant Program.

### **Course Goals**

- Develop competence in medical knowledge as it pertains to the most common conditions encountered in a general surgery practice setting.
- Refine skills in differentiating conditions which require and urgent management from non-urgent management.
- Continue to progress in ability to communicate effectively with patients and interprofessional team members to deliver exceptional patient care and education.
- Expand upon practice-based learning and improvement, utilizing documentation and coding in the process.
- Understand the culture of the surgical profession and the operating room.

### **Term/Year**

Clinical Year 2022-2023

### **Class Meeting Days/Times**

TBA

### **Location**

TBA

### **Academic Calendar**

For beginning, ending, and add/drop dates, see the [Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: <http://www.marshall.edu/academic-calendar/>).

## Course Director

Kenneth Dean Wright, MS, PA-C

Office: Erma Ora Byrd Center, Suite

Office Hours: 8 am to 12 pm M-F

Office Phone: (304) 691-6966

Marshall Email: [wrightk@marshall.edu](mailto:wrightk@marshall.edu)

## Course Instructors

TBA

## Required Texts and Materials

Brunicaudi, F.C., et al. (Eds.) (2019). *Schwartz's principles of surgery, 11<sup>th</sup> ed.* New York NY: McGraw-Hill.

Crees, Z., Fritz, C., Heudebert, A., Noe, J., Rengarajan, A., & Wang, X. (Eds.). (2020). *The Washington manual of medical therapeutics, 36<sup>th</sup> ed.* Philadelphia, PA: Wolters Kluwer.

Doherty, G.M., et al. (2015). *Current diagnosis & treatment: Surgery, 14<sup>th</sup> ed.* New York, NY: McGraw-Hill.

The Marshall University PA program has an online database of textbooks available to the students. The website for the online database is <http://accessmedicine.mhmedical.com>. Most textbooks used throughout the program can be found on the Access Medicine website.

## Required Equipment

- Stethoscope
- White coat
- ID badge

## Attire

Per the Marshall University Physician Assistant Program Policy.

## Attendance/Participation Policy

Attendance is vital to understanding course content. It is mandatory for all lectures/clinical labs, and is a reflection of your commitment, dedication, and work ethic. Requests for excused absences must be submitted to the course director via email as soon as the circumstance arises. Failure to attend may affect your grade or require discussion with the course director.

## Course Requirements

- Students are expected to attend and be on time for all scheduled lectures and learning activities.
- Students are expected to participate in all activities.
- Students are expected to be prepared for each lecture/learning activity by reading all assignments prior to the scheduled lecture/activity.
- Students are expected to clean up work area prior to leaving the classroom or laboratory.
- Completion of course & faculty evaluations. (see policy statement at the end of this syllabus)

## Methodologies of Teaching and Student Assessment

Student attainment of expected learning outcomes is developed through experiential patient care exposure under the supervision of a clinical preceptor and through self-directed learning by students. Formative assessment of progress toward attaining the course learning outcomes, learning objectives and required patient encounters/exposures is conducted mid-rotation. Summative evaluation of course learning outcomes, learning objectives and assurance of attainment of patient encounters/exposures is conducted upon conclusion of the course via the following components.

\*The final grade will be determined by earned points/total points. \*

Component	% of Final Grade
Preceptor Evaluation	40%
End of Rotation Exam	30%
Patient Logs	15%
Assignment	10%
Professionalism Points	5%

Per the MUPA program policy, the following grading scale applies:

- A – 89.5 - 100%
- B – 79.5 - 89.4%
- C – 69.5 - 79.4%
- F – < 69.4 %

### **End of Rotation Exam Grade Conversion**

The General Surgery rotation assessment utilizes the PAEA End of Rotation exam and this test is specific to the General Surgery rotation. For more information about the exam composition please see the General Surgery Blueprint available at: <https://paeaonline.org/assessment/end-of-rotation/content/>. The site also includes a sample exam to further familiarize yourself with test expectations. For grading purposes within the Primary Care rotation, the PAEA exam score will be converted using a student Z-score.

1. *Calculating The Z-Score*
  - a. The following formula establishes the student Z-score for a particular test:
  - b.  $Z\text{-Score} = (\text{Student EOR Score} - \text{National average for that exam}) / \text{Exam SD}$
  - c. Example:  $Z\text{-score} = (87.9 - 75.9) / 8 = +1.5$ 
    - i. In the above example 87.9 is the student's EOR score; 75.9 is the national average on the same exam; and the exam standard deviation is 8.
2. *Using the Z-Score to Convert the End Of Rotation Test Grade*
  - a. Since the program assigns 70% as the lowest grade eligible to earn a "C" on a test, the following formula was used to establish a grade via a student Z-score.
  - b.  $\text{Converted EOR Test Grade} = [85 + (z\text{-score} \times 10)]\%$  with a maximum allowed grade of 100%.
  - c. For our example above the student would have a  $\text{Converted EOR Test Grade} = [85 + (1.5 \times 10)] = 100$ .

Z-Score	Adjusted Grade	Letter Grade
+0.5 +	90% to 100%	A
-0.5 to +0.49	80% to 89.9%	B
-1.5 to -0.51	70% to 79.9%	C
-2.5 to -1.51	60% to 69.9%	D
< -2.5	<60%	F

### Student Learning Outcomes, Competencies, and Instructional Objectives

Student Learning Outcomes	ARC-PA Standards/ Competencies	Instructional Objectives
Upon successful completion of this clinical rotation, PA students will be able to:		Upon successful completion of this clinical rotation, PA students will be able to:
Apply previously attained knowledge and apply that knowledge in the clinical setting, demonstrating breadth and depth of acquired competencies in medical knowledge and patient care necessary for the successful transition to PA practice.	B1.01, B1.02, B1.03, B1.04 B2.03, B2.05, B2.06, B2.09, B2.08 (MK0, (PC)	<ul style="list-style-type: none"> <li>• Obtain appropriate history and physical exam for each patient encounter.</li> <li>• Select and interpret diagnostic tests to devise differential and working diagnosis.</li> <li>• Formulate and advise plan for treatment including patient education and pharmaceutical therapeutics.</li> <li>• Apply current practice guidelines to patient-specific medical screenings.</li> <li>• Perform screenings to identify normal and abnormal pediatric development.</li> <li>• Implement vaccination schedule as recommended by the CDC.</li> </ul>
Identify personal areas of growth in clinical knowledge, through self- assessment following patient encounters.	B2.10 (PBL)	<ul style="list-style-type: none"> <li>• Formulate appropriate clinical questions.</li> <li>• Perform thorough research of medical literature concerning clinical questions.</li> <li>• Apply appropriate medical knowledge from the literature to care of patients.</li> </ul>
Demonstrate competency in interpersonal and communication skills with professionalism to provide patient-centered care.	B1.05, B1.07, B1.08, B2.04, B2.16 (ICS), (PC), (P)	<ul style="list-style-type: none"> <li>• Create and sustain therapeutic and ethically sound relationships with patients, their family and inter-professional team.</li> <li>• Receive satisfactory evaluations from preceptors in all areas of professionalism.</li> </ul>

Student Learning Outcomes	ARC-PA Standards/ Competencies	Instructional Objectives
Upon successful completion of this clinical rotation, PA students will be able to:		Upon successful completion of this clinical rotation, PA students will be able to:
Demonstrate an awareness of and responsiveness to the larger system of health care. Provide patient healthcare that balances quality of cost, while maintaining the primacy of the individual patient.	B2.11, B2.15 (SBP)	<ul style="list-style-type: none"> <li>• Understand the funding sources and payment systems that provide coverage for patient care and use the system effectively</li> <li>• Apply medical information and clinical data systems to provide effective, efficient patient care.</li> </ul>

### Projection of Supervised Clinical Practice Encounters

The Marshall University Physician Assistant program understands that you will not encounter all conditions during your rotation. However, we believe it is plausible that you will encounter most of the conditions listed below. You should devote sufficient time to studying all conditions specific to primary care practice, in addition to discussing them with your preceptor.

Medical Condition	# of Encounters
Gastrointestinal/nutritional disorders	20
Preoperative/postoperative care	20
Cardiovascular disorders	10
Endocrine disorders	10
Dermatological disorders	10
Neurological disorders	5
Urological/Renal disorders	10
Hematological disorders	5
Pulmonary disorders	5
Obstetric/gynecological disorders	5

Technical Skills	# of Encounters
Central line (observe/perform)	3
Incision & drainage	2
Intubation	3
Surgical closure	3
Surgical assist	10
Diagnostic imaging	3
Peripheral line	5
Discharge orders	5
Prescription writing	5
Point of care ultrasound	3
Prescription writing	5
Local anesthesia	3

### Outline of Topics Covered on the End of Rotation Exam

At the conclusion of the General Surgery rotation, the PA student will be expected to have a strong understanding of the presentation, examination, management, and prognosis of the following internal medicine conditions. The list is provided by the Physician Assistant Education Association and serves as a guide for the General Surgery end-of-rotation examination. The Marshall University Physician Assistant Program understands that you will not encounter all of these conditions during your rotation. You should devote sufficient time studying all conditions as well as discussing them with your preceptor in order to gain an understanding as described above.

### GASTROINTESTINAL/NUTRITIONAL

Abdominal pain	Heartburn/dyspepsia
Acute/chronic cholecystitis	Hematemesis
Acute/chronic pancreatitis	Hemorrhoids
Anal disease (fissures, abscess, fistula)	Hepatic carcinoma
Anorexia	Hernias (inguinal, femoral, incisional)
Appendicitis	Hiatal hernia
Bariatric surgery	Inflammatory bowel disease
Bowel obstruction (small, large, volvulus)	Jaundice
Cholangitis	Melena/hematochezia
Cholelithiasis/choledocholithiasis	Nausea/vomiting
Colorectal carcinoma	Pancreatic carcinoma
Diarrhea/constipation/obstipation/change in bowel habits	Pancreatic pseudocyst
Diverticular disease	Peptic ulcer disease
Esophageal cancer	Pyloric stenosis
Esophageal strictures	Small bowel carcinoma
Gastric cancer	Toxic megacolon



## PREOPERATIVE/POSTOPERATIVE CARE

Acid/base disorders	Metabolic disease (history of diabetes, adrenal insufficiency)
Cardiac disease (history of myocardial infarction, unstable angina, valvular disease, hypertension, arrhythmias, heart failure)	Pulmonary disease (history of asthma, obstructive pulmonary disease)
Deep venous thrombosis	Risk assessment
Electrolyte disorders	Substance use disorder
Hematologic disease (history of clotting disorders, anticoagulant use)	Tobacco use/dependence
Fluid/volume disorders (volume overload/depletion)	Postoperative fever
	Wounds/infections

## CARDIOVASCULAR

Aortic aneurysm/dissection	Dyspnea on exertion
Arterial embolism/thrombosis	Peripheral arterial disease
Arterial/venous ulcer disease	Syncope
Chest pain; history of angina	Varicose veins
Claudication	

## ENDOCRINOLOGY

Adrenal carcinoma	Palpitations
Fatigue	Pheochromocytoma
Heat/cold intolerance	Thyroid carcinoma
Hyperparathyroidism	Thyroid nodules
Hyperthyroidism	Tremors

## DERMATOLOGY

Basal cell carcinoma	Pressure ulcers
Burns	Rash
Cellulitis	Redness/erythema
Discharge	Squamous cell carcinoma
Drug eruptions (postoperative)	Urticaria (postoperative)
Melanoma	

## NEUROLOGY

Change in speech  
Change in vision  
Epidural hematoma  
Motor and/or sensory loss

Subarachnoid hemorrhage  
Subdural hematoma  
Vascular disorders (carotid disease)

## UROLOGY/RENAL

Acid/base disorders  
Bladder carcinoma  
Chronic renal failure (shunts/access)  
Dysuria  
Edema  
Fluid and electrolyte disorders  
Nephrolithiasis

Orthostatic hypotension  
Renal cell carcinoma  
Renal vascular disease  
Testicular carcinoma  
Urinary retention  
Wilms tumor

## HEMATOLOGY

Anemia  
Easy bruising/bleeding

Fatigue

## PULMONOLOGY

Hemoptysis  
Lung carcinoma  
Pleural effusion  
Pneumonia (postoperative)

Pneumothorax  
Shortness of breath  
Weight loss, fatigue

## OBSTETRICS/GYNECOLOGY

Adenopathy  
Benign breast disease (fibroadenomas,  
fibrocystic breast disease)  
Breast carcinoma

Nipple discharge  
Pain  
Skin changes

## ARC-PA Standards that Pertain to this Course

The Accreditation Review Commission on Education for the Physician Assistant is the accrediting agency that protects the interests of the public and physician assistant profession by defining the standards for physician assistant education and evaluating physician assistant educational programs within the territorial United States to ensure their compliance with those standards. The ARC-PA Standards 4th ed., that are relevant to this course are listed below:

4th Ed. ARC-PA Standards (<http://www.arc-pa.org//accreditation/standards-of-accreditation/>)

- B1.01 – The curriculum *must* be consistent with the mission and goals of the program.
- B1.02 - The curriculum must include core knowledge about established and evolving biomedical and clinical sciences and then application of this knowledge to patient care.
- B1.03 - The curriculum must be of sufficient breadth and depth to prepare the student for clinical practice of medicine.
- B1.04 - The curriculum design *must* reflect sequencing that enables students to develop the *competencies* necessary for current and evolving clinical practice.
- B1.05 - The curriculum *must* include instruction about intellectual honesty and appropriate academic and professional conduct.
- B1.06 - The curriculum *must* include instruction to prepare students to provide medical care to patients from diverse populations.
- B1.07 - The curriculum *must* include instruction to prepare students to work collaboratively in interprofessional patient centered teams.
- B1.09 - For each didactic and clinical course, the program *must* define and publish *instructional objectives* to guide student acquisitions of required *competencies*.
- B2.03 - The program curriculum *must* include instruction in clinical medicine covering all organ systems.
- B2.04 - The program curriculum *must* include instruction in interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families and other health professionals.
- B2.05 - The program curriculum *must* include instruction in patient evaluation, diagnosis and management.
- B2.10 – The program curriculum *must* include instruction to prepare students to search, interpret and evaluate the medical literature, including its application to individualized patient care.
- B2.15 - The program curriculum *must* include instruction regarding reimbursement, documentation of care, coding and billing.
- B2.16 - The program curriculum *must* include instruction in the principles of practice of medical ethics.
- B3.02 - *Supervised clinical practice experiences must* enable all students to meet the program's *learning outcomes* expected of students to include preventative, emergent, acute, and chronic patient encounters.
- B3.03 - *Supervised clinical practice experiences must* enable all students to meet the program's *learning outcomes* expected of students for patients seeking:
  - a.) medical care across the life span to include, infants, children, adolescent, adults, and the elderly,
  - b.) women's health (to include prenatal and gynecological care),

- c.) care for conditions requiring surgical management, including pre-operative, intra-operative, post-operative care and
  - d.) care for behavioral and mental health conditions.
- B3.04 - *Supervised clinical practice experiences must occur in the following settings:*
  - a.) outpatient,
  - b.) emergency department,
  - c.) inpatient and
  - d.) operating room
- B3.05 - *Instructional faculty* for the supervised clinical portion of the educational program *must* consist primarily of practicing physicians and PAs.
- B3.07 - *Supervised clinical practice experiences should occur with preceptors practicing in the following disciplines:*
  - a.) family medicine,
  - b.) internal medicine,
  - c.) general surgery,
  - d.) pediatrics,
  - e.) ob/gyn and
  - f.) behavioral and mental health care.

## **ARC-PA Competencies that Pertain to this Course**

### **Medical Knowledge (MK)**

Graduates will demonstrate core knowledge about established and evolving biomedical and clinical sciences and the application of this knowledge to patient care. Graduates will apply the ability to use evidence based medicine, and be able to synthesize areas of pathophysiology, patient presentation, differential diagnosis, patient management, surgical principles, health promotion and disease prevention to care for patients across the life span in culturally diverse populations and rural areas.

### **Interpersonal & Communication Skills (ICS)**

Graduates will employ skills to work in interprofessional teams that will result in effective communication with patients, other health care professionals, and patient families. Graduates will be able to accurately document information they obtain with respect to medical, financial, legal, and accuracy purposes.

### **Patient Care (PC)**

Graduates will demonstrate the ability to make decisions about diagnostic and therapeutic interventions based on patient preferences, current scientific evidence and informed clinical judgement. Graduates will be able to aim health services for patients on disease prevention, health maintenance and patient and family education.

### **Professionalism (P)**

Graduates will demonstrate commitment to excellence in professional relationships and on-going professional development (including lifelong learning). Physician assistants are expected to have a firm understanding of legal and regulatory requirements as well as the appropriate role of physician assistants in health care.

### **Practice-based Learning & Improvement (PB&L)**

Graduates will demonstrate the ability to critically analyze their practice in light of their experience, the medical literature and their own self – analysis and self – improvement.

### **System-based Practice**

Graduates will be prepared to practice cost effective health care and resource allocation that does not compromise patient care. Graduates will be able to discuss ways to partner with supervising/ collaborating physicians and other health care professionals to improve the delivery and effectiveness of health care and patient outcomes.

### **University Policies**

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to MU Academic Affairs: University Policies. (URL:

<http://www.marshall.edu/academic-affairs/policies/> )

- Academic Dishonesty Policy
- Academic Dismissal Policy
- Academic Forgiveness Policy
- Academic Probation and Suspension Policy
- Affirmative Action Policy
- Inclement Weather Policy
- Sexual Harassment Policy
- Students with Disabilities (Policies and Procedures)
- University Computing Services Acceptable Use Policy

### **Marshall University E-Mail Accounts and Technology Assistance**

You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that. Marshall University uses Office 365 email. For more information, visit Marshall IT: Office 365 (URL <https://www.marshall.edu/it/office365/> ).

For computer and browser requirements, see “Get Connected” and “Internet Browser” at Student Resources: First Steps. See also IT: Recommended Hardware (URLs:

<http://www.marshall.edu/muonline/student-resources/> and

<http://www.marshall.edu/it/recommendations/> ). To check your browsers, use the Blackboard Browser Checker and ensure that you set permissions properly and have all the necessary plug-ins. (URL:

[https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support/BrowserChecker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/BrowserChecker) )

- Students must be able to use Marshall Email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard. Adobe Acrobat Reader may be needed to read some files. This plug-in is available free. (URL: <https://get.adobe.com/reader/> ) See the Tech Support tab in Blackboard for additional information and links.
- Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students

enrolled at MU. For information visit Marshall IT: Office 365 (URL: <http://www.marshall.edu/it/office365/> ).

- See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

If you have technical problems, please contact one or more of the following:

- Blackboard Support Center (URL: <http://marshall.edusupportcenter.com> )
- Marshall Information Technology (IT) Service Desk (Help Desk) (URL: <http://www.marshall.edu/it/departments/it-service-desk/> )  
Huntington: (304) 696-3200
- Email the IT Service Desk ([itservicedesk@marshall.edu](mailto:itservicedesk@marshall.edu) )

### Technology and Technical Skill Requirement

- Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.

### Course and Faculty Evaluations

Policy Statement Regarding Student Compliance with Course Evaluations: The Physician Assistant Program at Marshall University has a process to assess all aspects of the program. It is important to gain information from our PA students. By implementing a systematic method of collecting student feedback, appropriate PA program faculty, the Program Director, the Curriculum Committee and the Self-Assessment Committee are able to carefully review and respond to student course ratings to identify strengths and weaknesses and promote positive curricular change. Therefore, students are required to complete evaluations of all courses and rotations and their associated faculty/ preceptors. Students who do not to complete course/rotation evaluations within the established timeframe will receive one warning of the penalties for non-compliance. If the student still has not completed the evaluations within 48 hours of the warning, they will have written warning submitted to the Student Progress Committee for possible inclusion as part of their academic record. The PA Program also recognizes that repeated noncompliance is an issue of professional conduct. If noncompliance occurs in subsequent courses, the student will be required to meet with the Student Progress Committee.

### Modifications in Course Syllabus Disclaimer

Every attempt has been made to provide a complete syllabus that provides an accurate overview of the course. However, circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. This may depend, in part, on the progress, needs and experiences of the students.



## Bibliography

Burrah, R., James, K., & Poonawala, S. (2019). Evaluation of radiation exposure during sentinel lymph node biopsy in breast cancer: a retrospective study. *World J. Surg.*, 43(9), 2250-2253. doi:10.1007/s00268-019-05024-9

Demirdover, C., Geyik, A., & Vayvada, H. (2019). Necrotising fasciitis or pyoderma gangrenosum: a fatal dilemma. *Int. Wound J.* Retrieved from <https://doi.org/10.1111/iwj.13196>

Huguet, J.M., et al. (2019). Diagnostic-therapeutic management of bile duct cancer. *World J. Clin. Cases*, 7(14), 1732-1752. doi:10.12998/wjcc.v7.i14.1732

Paravastu, S.C.V., Horne, M., & Dodd, P.D.F. (2016). Endovenous ablation therapy (laser or radiofrequency) or foam sclerotherapy versus conventional surgical repair for short saphenous varicose veins (review). *Cochrane Database of Systematic Review*, 11. doi:10.1002/14651858.CD010878.pub2

Ravindhran, B., Rajan, S., Balachandran, G., & Mohan, L.N. (2019). Do ice packs reduce postoperative midline incision pain, NSAID or narcotic use? *World J. Surg.* Retrieved from <https://doi-org.marshall.idm.oclc.org/10.1007/s00268-019-05129-1>



PHYSICIAN ASSISTANT PROGRAM

**Affiliation Agreement for the Experiential Education of Students from  
the Physician Assistant Program at Marshall University  
Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between Marshall University on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the UNIVERSITY and **MARSHALL HEALTH**, hereinafter called the FACILITY.

WHEREAS, the UNIVERSITY is principally located at 1 John Marshall Drive, Huntington, West Virginia, 25755 and

WHEREAS, the FACILITY is principally located at 1600 Medical Center Drive, Huntington, West Virginia, 25702, has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE 1**

**TERM**

The original term of this Agreement is from May 1, 2022 through April 30, 2023.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors who possess a valid physician assistant license or medical license for practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program.  
  
If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a

statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.

- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
- viii. Maintain authority and responsibility for care given to FACILITY's patients.
- ix. Not be required to provide student with transportation.
- x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
- xi. Not compensate students for their time or activities while participating in any educational activities.
- xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
- xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
- xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
- xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
- xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

The UNIVERSITY will:

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance

notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

- ii. Inform the student and faculty of the requirement to comply with the FACILITY's policies and procedures while in attendance at the FACILITY.
- iii. Prepare the student through the faculty and curriculum in order that they are able to benefit from their placement in the FACILITY.
- iv. Prepare the student through the faculty and curriculum that they understand the importance of confidentiality and the importance of complying with the Health Insurance and Portability Accountability Act (HIPAA).
- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A. Which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

**ARTICLE 4**  
**CONFIDENTIALITY**

In the course of educating students in an experiential environment, both the UNIVERSITY and FACILITY may receive information, data, and materials relating to each other's personnel, methods and techniques, financial condition, customers, pricing, and marketing, which parties agree is confidential information. The UNIVERSITY and FACILITY agree not to disclose confidential information to any third party.

**ARTICLE 5**  
**VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of West Virginia without regard to choice of law principles. The exclusive venue for disputes between the parties arising from or related to this Agreement shall be those courts of the State of West Virginia located in Cabell County, West Virginia.

**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.



This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine

(Facility) Marshall Health

Bob Miller  
Signature

Bob Miller  
Printed Name

Vice Dean  
Title

7.23.19  
Date

Beth L. Hammers  
Signature

BETH L. HAMMERS  
Printed Name

CEO  
Title

7/22/2019  
Date



PHYSICIAN ASSISTANT PROGRAM

**Affiliation Agreement for the Experiential Education of Students from  
the Physician Assistant Program at Marshall University  
Joan C Edwards School of Medicine**

This Affiliation Agreement is made and entered into by and between Marshall University on behalf of its Physician Assistant Program, a state of West Virginia institution of higher education hereinafter called the UNIVERSITY and Cabell Huntington Hospital, Inc., hereinafter called the FACILITY.

WHEREAS, the UNIVERSITY is principally located at 1 John Marshall Drive, Huntington, West Virginia, 25755 and

WHEREAS, the FACILITY is principally located at 1340 Hal Greer Blvd, Huntington, WV 25701 has the facilities, equipment, personnel, and services to provide experiential experiences.

WHEREAS, the parties desire to advance physician assistant education, and improve the quality of health care to patients in the Appalachian region, the state, and the nation; and

WHEREAS, it is deemed advisable and in the best interest of the parties to establish an affiliation for the purpose of carrying out these objectives.

NOW THEREFORE, in consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE 1**

**TERM**

The original term of this Agreement is from May 1, 2022 through April 30, 2023.

Thereafter, this Agreement shall automatically renew on an annual basis (unless this Agreement is terminated as set forth below) without need of a written amendment to extend the term.

Either party may terminate the this Agreement at any time with or without cause by giving the other party ninety (90) days written notice to terminate; however, students assigned at FACILITY when termination notice is given shall be permitted to complete their current rotation at UNIVERSITY's option.

**ARTICLE 2**  
**RESPONSIBILITIES OF THE PARTIES**

**FACILITY will:**

- i. Allow the use of its facilities for the education and training of physician assistant students who will be under the supervision of preceptors engaged by the UNIVERSITY who possess a valid physician assistant license or medical license and are credentialed to practice at the FACILITY.
- ii. Provide access for the students to patients and their medical records at FACILITY as part of their clinical training program, unless the patient requests to be excluded from the teaching programs.
- iii. Cooperate with the UNIVERSITY for the development of rotations and the components thereof.
- iv. Notify the UNIVERSITY immediately of any change in the status of accreditation or licensure.
- v. Acknowledge and agree that the students' education records and any personally identifiable information from such education records (collectively "Student Information") created by FACILITY and/or provided by the UNIVERSITY to FACILITY is subject to the confidentiality provisions of the federal Family Educational Rights and Privacy Act, 20 USC § 1232g, ("FERPA") and its implementing regulations (34 C.F.R. Part 99). Accordingly, FACILITY agrees not to disclose or re-disclose any Student Information to any other party without the prior written consent of the UNIVERSITY and the student(s) to whom the Student Information pertains unless the disclosure or re-disclosure falls under a FERPA exception allowing disclosure without the student(s)' consent. FACILITY also agrees to only use Student Information for the purpose(s) for which the Student Information was disclosed. For the purposes of this Agreement, pursuant to FERPA, UNIVERSITY hereby designates FACILITY as a UNIVERSITY official with a legitimate educational interest in the educational records of the Student(s) who participate in the Program to the extent that access to the records is required by FACILITY to carry out the Program. If FACILITY receives a court order, subpoena, or similar request for Student Information, FACILITY shall, to the extent permitted by law, notify the UNIVERSITY within two (2) business days of its receipt thereof, and reasonably cooperate with the UNIVERSITY in meeting the UNIVERSITY'S and/or FACILITY'S FERPA obligations in complying with or responding to such request, subpoena, and/or court order.
- vi. Request the removal of any student whom the FACILITY determines is not performing in accordance with its applicable administrative and patient care policies, procedures, rules, and/or regulations or who violates the confidentiality of patient information. Such request must be in writing, and must include a statement of the reason or reasons why FACILITY desires to have the student removed. Provided that; the FACILITY may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of

- services, or for unprofessional behavior. The FACILITY will notify the appropriate office of the UNIVERSITY, in writing, if such an action is required and include a statement of the reason or reasons why FACILITY removed the student. The UNIVERSITY may terminate a student's participation when, in its sole discretion, further participation by the student would no longer be appropriate. The UNIVERSITY will notify the FACILITY if such action is required.
- vii. Maintain responsibility for the policies, procedures, and administrative guidelines to be used in the operation of FACILITY.
  - viii. Maintain authority and responsibility for care given to FACILITY's patients.
  - ix. Not be required to provide student with transportation.
  - x. Not discriminate against any employee, applicant or student participating in this program on the basis of race, color, national origin, ancestry, age, physical or mental disability, marital or family status, pregnancy, veteran status, service in the uniformed services (as defined in state and federal law), religion, creed, sex, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law. Further, each party will make reasonable accommodations to assure accessibility to the Program for persons with disabilities in accordance with UNIVERSITY policy.
  - xi. Not compensate students for their time or activities while participating in any educational activities.
  - xii. Appoint a member of FACILITY's staff as the primary contact person to work with the UNIVERSITY in performance of this Agreement.
  - xiii. Encourage its staff to participate in the educational activities of the UNIVERSITY.
  - xiv. Participate, if requested by either party, in any annual program review activities of the UNIVERSITY, which are directed toward continuing improvement of experiential education.
  - xv. Provide orientation to the students of the UNIVERSITY, including FACILITIES relevant policies, procedures and local laws.
  - xvi. Evaluate and assess the performance of the student using the objectives and tools provided by the UNIVERSITY.

The UNIVERSITY will:

- i. Identify students that have completed academics appropriate to the level of training prior to assignment to the supervised experience. The Clinical Coordinator/course instructor for the department shall oversee the assignment of its students with mutual agreement of and advance

notice to the FACILITY. Provided that, placement shall be limited to ten students from an individual program placed simultaneously at FACILITY not located in the state of West Virginia.

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- v. Maintain for students during the term of this Agreement and any extensions thereof:
  - a. General Liability Coverage, for personal or bodily injury and property damage, including Broad Form Endorsement, in combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
  - b. Professional liability insurance in the amount of One Million Dollars (\$1,000,000) per claim on an occurrence basis.
- vi. UNIVERSITY will be responsible for planning and execution of educational program and curriculum.
- vii. No student, faculty or instructor is to be an agent, employee or servant of the FACILITY but shall be considered an invitee.
- viii. Each student will be responsible for his/her room and board fees, travel expenses; transportation costs; and all other necessary living expenses.
- ix. Each student will be responsible for drug screen and background check as required by the FACILITY. The current requirements of the FACILITY are set forth in Attachment 1, which is attached hereto and incorporated by reference.

### **ARTICLE 3**

#### **ANNUAL ADDENDUM**

Prior to the beginning of the Academic Year, the parties will complete the Addendum to Affiliation form, as attached hereto as Exhibit A, which will identify the academic year, physical location of the practice, the number of students to be placed for the academic year and the relevant contact information. The signed and completed addenda will become part of this Agreement as if fully set-forth herein.

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**ARTICLE 6**  
**ASSIGNMENT**

This Agreement and the rights and obligations hereunder may not be assigned by either party without the written consent of the other.

**ARTICLE 7**  
**SEVERABILITY**

The provisions of this Agreement shall be considered severable such that if any provision hereof is determined to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.



This Agreement is intended to supercede all prior agreements.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

Marshall University School of Medicine

Bob Miller MD  
Signature

Bob Miller MD  
Printed Name

Vice Dean  
Title

7-26-19  
Date

Cabell Huntington Hospital, Inc.

[Signature]  
Signature

Kevin N. Fowler  
Printed Name

President & CEO  
Title

8/16/19  
Date

## **ATTACHMENT 1**

1. All students and faculty members shall meet the following requirements before beginning their clinical training experiences at Cabell Huntington Hospital. If such information is provided in the form of a written statement from the educational institution or an attestation signed by students or faculty, Cabell Huntington Hospital reserves the right to request supporting evidence on either an individual basis or as part of a random audit to ensure compliance with these requirements:
  - a. A negative 10 panel urine drug screen dated within twelve (12) months prior to the commencement of the clinical training experience. For the purposes of these requirements, a negative drug screen would include positive results which have been validated for prescription medications.
  - b. A clear criminal background check (with no unresolved discrepancies) consisting of social security verification, Medicare integrity (OIG sanctions), state and county checks with check results dated within twelve (12) months prior to the commencement of the clinical training experience;
  - c. A statement that the student or faculty member is free of communicable disease;
  - d. Verification of immunization or antibody to rubella;
  - e. Verification of PPD testing documented within the last year. If positive, documentation of appropriate follow-up;
  - f. Verification of Varicella history;
  - g. Verification of immunization to measles (rubeola) if born in 1957 or later;
  - h. Verification of TdAP vaccination within the recommended time frame; and
  - i. Receipt of Hepatitis B vaccination or declination.
2. During flu season, Cabell Huntington Hospital requires that all employees, staff members, students and faculty either attest that they have received the flu vaccine or wear a mask at all times during their clinical experience at the Hospital.
3. Cabell Huntington Hospital reserves the right to modify these requirements at any time upon thirty (30) days prior written notice to the educational institution.

Effective June 1, 2017; revised October 9, 2017; revised February 14, 2018; revised July 8, 2019.