

# ACADEMIC CATALOG 2021-2022



ALABAMA COLLEGE OF OSTEOPATHIC MEDICINE

Vol. 9 07/05/2021

# Alabama College of Osteopathic Medicine

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## TABLE OF CONTENTS

	6
CONTACT INFORMATION	6
HISTORY OF ACOM	7
ACCREDITATION AND LICENSURE	
ACCREDITATION	8
LICENSURE	
MISSION, VISION AND CORE VALUES	9
MISSION	9
VISION	9
CORE VALUES	9
PHILOSOPHY OF OSTEOPATHIC MEDICINE	9
OSTEOPATHIC PLEDGE OF COMMITMENT	
OSTEOPATHIC PHYSICIAN'S OATH	
POLICY AND STATEMENT OF NON-DISCRIMINATION	
STATEMENT ON DIVERSITY	
STUDENT BODY DIVERSITY	
STUDENT BODY DIVERSITY	
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE	<b>12</b> 12
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE	<b>12</b> 
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE PROGRAM DESCRIPTION CURRICULUM OVERVIEW	
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE PROGRAM DESCRIPTION CURRICULUM OVERVIEW STUDENT TRACKING AND PROMOTION	
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE PROGRAM DESCRIPTION CURRICULUM OVERVIEW STUDENT TRACKING AND PROMOTION GRADUATION REQUIREMENTS	
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE PROGRAM DESCRIPTION CURRICULUM OVERVIEW STUDENT TRACKING AND PROMOTION GRADUATION REQUIREMENTS MAXIMUM LENGTH OF PROGRAM POLICY	
ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE PROGRAM DESCRIPTION CURRICULUM OVERVIEW STUDENT TRACKING AND PROMOTION GRADUATION REQUIREMENTS MAXIMUM LENGTH OF PROGRAM POLICY DEGREE CONFERRAL POLICY AND PROCEDURE	

CLASSIFICATION OF CLERKSHIP ROTATIONS1	17
LIMITS ON CLERKSHIP ROTATIONS	18
COURSE DESCRIPTIONS	18
OMS-I COURSE DESCRIPTIONS	18
OMS-II COURSE DESCRIPTIONS	21
OMS-III CLERKSHIP DESCRIPTIONS	23
OMS-IV CLERKSHIP DESCRIPTIONS	25
ADDITIONAL OPTIONS FOR ELECTIVE CLERKSHIPS 2	26
FELLOWSHIP PROGRAMS 2	29
ADMISSIONS REQUIREMENTS	29
CITIZENSHIP	29
MEDICAL COLLEGE ADMISSIONS TEST (MCAT) 2	29
PREREQUISITE COURSEWORK	29
TRANSFER POLICIES	31
TRANSFER REQUIREMENTS FOR ADMISSION	31
NEW MATRICULATE TRANSFER OF DOCTORAL CREDIT POLICY	31
APPLICATION PROCEDURES	32
AACOMAS APPLICATIONS	32
APPLICATION STEPS	32
LETTERS OF RECOMMENDATION	
LETTERS OF RECOMMENDATION	33
IMPORTANT DATES	
	33
IMPORTANT DATES	3 <i>3</i> 34
IMPORTANT DATES	3 <i>3</i> 34 34
IMPORTANT DATES	33 34 34 34
IMPORTANT DATES	<ul> <li>33</li> <li>33</li> <li>334</li> <li>334</li> <li>334</li> <li>334</li> <li>334</li> <li>334</li> </ul>

RE.	EADMISSION POLICY	36
VE	ETERANS READMISSION POLICY	36
GLOSS	ARY OF TERMS AND ACRONYMS	38

#### **COLLEGE INFORMATION**

#### CONTACT INFORMATION

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#### Admissions

Director of Admissions Phone: (334) 699-2266 Email: admissions@acom.edu

STUDENT RECORDS Registrar & Director of Student Tracking Phone: (334) 699-2266 Email: registrar@acom.edu

FINANCIAL AID

Director of Financial Aid Phone: (334) 699-2266 Email: financialaid@acom.edu

#### **STUDENT ACCOUNTS**

Bursar Phone: (334) 699-2266 Email: studentaccounts@acom.edu

<u>COMPLIANCE HOTLINE</u> PHONE: (833) 490-0007 WEBSITE: www.lighthouse-services.com/acom

## HISTORY OF ACOM

In the early 1990s, leaders in Alabama identified the need for more primary care physicians in the state, and in 2005, after years of coordinating activities to accomplish this goal, formed the Alabama Medical Education Consortium (AMEC), a 501(c) organization to help increase the production of these physicians across the state through the osteopathic medical education system. AMEC conducted a feasibility study which demonstrated that more than 60 percent of osteopathic medical students chose primary care careers as compared to 20 percent of allopathic medical students.

Over the next five years, AMEC built an extensive osteopathic teaching network in Alabama to provide third- and fourthyear training to medical students and created a physician pipeline to recruit Alabama students for enrollment in out-ofstate osteopathic colleges. This required developing partnerships with ten out-of-state colleges of osteopathic medicine, 26 state colleges and all state community colleges. In partnership with out-of-state colleges of osteopathic medicine, AMEC established an educational infrastructure that represented substantial clinical resources to provide clerkship rotations for Alabama students as well as students from other states enrolled in their programs.

After careful research and examination, AMEC and the Houston County Health Care Authority, the operator of Southeast Health, then Southeast Alabama Medical Center, determined that it would be feasible for the state to develop its own college of osteopathic medicine to address the shortage of primary care physicians in the state. Thus, the Alabama College of Osteopathic Medicine (ACOM), a non-profit, private institution, was established in May 2010.

ACOM received its Private School licensure in 2011, and subsequently its provisional accreditation with the ability to recruit students from the Commission on Osteopathic College Accreditation on July 1, 2012. ACOM was built as a free-standing facility in Dothan, Alabama. Construction was completed in May 2013, and the College celebrated its historic grand opening on July 29, 2013. ACOM's inaugural class began classes on August 5, 2013 and graduated in May 2017.

## ACCREDITATION AND LICENSURE

## ACCREDITATION

The Alabama College of Osteopathic Medicine (ACOM) is incorporated under the laws of the state of Alabama as a nonprofit, 501(c)(3) corporation. The governing body is the Board of Directors, which holds title to the properties of the College and establishes bylaws for its operation. Responsibility for administration and day-to-day operations is delegated to the President and through the President to the Dean/Senior Vice President of ACOM as the Chief Academic Officer.

ACOM was granted full accreditation status as of April 24, 2017 by the Commission on Osteopathic College Accreditation (COCA) of the American Osteopathic Association (AOA). Enrolled or prospective students wishing to review the documents describing ACOM's accreditation should submit their requests in writing to the Vice President of Institutional Effectiveness. "The AOA Commission on Osteopathic College Accreditation (COCA) serves the public by establishing, maintaining and applying accreditation standards and procedures to ensure that academic quality and continuous quality improvement delivered by the colleges of osteopathic medicine (COMs) reflect the evolving practice of osteopathic medicine. The scope of the COCA encompasses the accreditation of the COMs." (Commission on Osteopathic College Accreditation Handbook (effective December 7, 2015), page 3.) The accreditation standards are available at <a href="https://osteopathic.org/accreditation/standards/">https://osteopathic.org/accreditation/standards/</a> or by using the following contact information:

Email: Address: predoc@osteopathic.org 142 East Ontario Street Chicago, IL 60611

## LICENSURE

The Alabama College of Osteopathic Medicine (ACOM) is an incorporated, non-profit, private institution under the authority of the Houston County Health Care Authority and The Private School Licensure Division of the Alabama Community College System, the licensing agency for private, higher-education programs in the state. ACOM awards the Doctor of Osteopathic Medicine degree by virtue of satisfying accreditation requirements by the Commission on Osteopathic College Accreditation and licensure obligations by the State of Alabama to operate a private institution of higher education. Enrolled or prospective students wishing to review the documents describing ACOM's licensure should submit their requests in writing to the Vice President of Institutional Effectiveness.

#### MISSION, VISION AND CORE VALUES

#### MISSION

The Alabama College of Osteopathic Medicine will provide quality, learner-centered osteopathic education, research and service, while promoting graduate medical education, with emphasis on patient-centered, team-based primary care to serve the medically underserved areas of Alabama, the Tri-State area and the nation.

#### VISION

The Alabama College of Osteopathic Medicine will be regionally and nationally recognized for significantly impacting the physician workforce needs and access to quality medical services.

## CORE VALUES



Integrity, Service, Passion, Innovation, Respect, Excellence, Diversity

The Alabama College of Osteopathic Medicine expects all members of our academic community, including faculty, staff, students, and administrators, to reflect the core values of our College in carrying out our mission through teaching, learning, research, interacting with colleagues, and caring for patients. Our core values and their associated behaviors emerged from a collaborative effort by our academic community, and they apply to us all.

Our core values which describe how we aspire to conduct ourselves in all matters related to and representing ACOM are:

Integrity		
Service		
Passion		
Innovation		
Respect		
Excellence		
Diversity		

#### PHILOSOPHY OF OSTEOPATHIC MEDICINE

Osteopathic medicine stresses a comprehensive approach to the maintenance of health. The roots of osteopathic medical education lie in the emphasis it places on the musculoskeletal system. The interrelationship between this and other body systems is basic to health maintenance and the prevention of disease. Founded by Andrew Taylor Still, M.D. (1828-1917), osteopathic medicine utilizes four fundamental principles which enable the osteopathic physician to look at health and disease in a unique manner:

1. The body is a unit; the person is a unity of body, mind, and spirit.

- 2. The body is capable of self-regulation, self-healing, and health maintenance.
- 3. Structure and function are reciprocally interrelated.
- 4. Rational treatment is based on the above three principles.

## OSTEOPATHIC PLEDGE OF COMMITMENT

I pledge to:

- 1. Provide compassionate, quality care to my patients;
- 2. Partner with them to promote health;
- 3. Display integrity and professionalism throughout my career;
- 4. Advance the philosophy, practice, and science of osteopathic medicine;
- 5. Continue life-long learning;
- 6. Support my profession with loyalty in action, word and deed; and
- 7. Live each day as an example of what an osteopathic physician should be.

## OSTEOPATHIC PHYSICIAN'S OATH

I do hereby affirm my loyalty to the profession I am about to enter. I will be mindful always of my great responsibility to preserve the health and the life of my patients, to retain their confidence and respect both as a physician and a friend who will guard their secrets with scrupulous honor and fidelity, to perform faithfully my professional duties, to employ only those recognized methods of treatment consistent with good judgment and with my skill and ability, keeping in mind always nature's laws and the body's inherent capacity for recovery.

I will be ever vigilant in aiding the general welfare of the community, sustaining its laws and institutions, not engaging in those practices which will in any way bring shame or discredit upon myself or my profession. I will give no drugs for deadly purposes to any person, though it be asked of me.

I will endeavor to work in accord with my colleagues in a spirit of progressive cooperation, and never by word or by act cast imputations upon them or their rightful practices.

I will look with respect and esteem upon all those who have taught me my art. To my college, I will be loyal and strive always for its best interests and for the interests of the students who will come after me. I will be ever alert to further the application of basic biologic truths to the healing arts and to develop the principles of osteopathy which were first enunciated by Andrew Taylor Still.

#### POLICY AND STATEMENT OF NON-DISCRIMINATION

The Alabama College of Osteopathic Medicine does not discriminate on the basis of age, race, color, sex, gender, gender identity, sexual orientation, religion or creed, national or ethnic origin, or disability in its programs, activities, hiring, or the admission of students.

This policy applies in recruitment and admission of students, employment of faculty and staff, and scholarship and loan programs. This policy is also followed in the operation of all other programs, activities, and services of the College.

## STATEMENT ON DIVERSITY

The Alabama College of Osteopathic Medicine recognizes, values, and affirms that diversity contributes richness to the College and enhances the quality of education. Students, faculty, staff, and administrators are valued for their diversity. ACOM is committed to providing an academic and employment environment in which students and employees are treated with courtesy, respect, and dignity. It is the policy of ACOM that no student or employee shall be excluded from participating in, be denied the benefits of, or be subjected to discrimination in any program sponsored by ACOM.

## STUDENT BODY DIVERSITY

ACOM is required by HEA Sec. 485 (a)(1)(Q) to publish information about student body diversity. Specifically, the College is required to publish the percentage of enrolled, full-time students for (1) male students; (2) female students; (3) self-identified members of a major racial or ethnic group, and (4) Federal Pell Grant recipients.

In accordance with the requirements of the National Center for Education Statistics (NCES) Integrated Postsecondary Education Data System (IPEDS) 2019-2020 Data Collection Schedule, ACOM reported the college's enrollment statistics. The statistics shown below represent the College's total student enrollment by gender and race/ethnicity as of the date of submission of the IPEDS 2019 Fall Enrollment Survey.

The College did not offer programs at or below the baccalaureate level in 2019-2020. Therefore, no ACOM students received Federal Pell Grants, and no Federal Pell Grant recipients were reported in the College's IPEDS Student Financial Aid Survey.

The information collected by NCES is available to enrolled and prospective students on the NCES College Navigator website at <a href="http://nces.ed.gov/collegenavigator/?s=AL&id=483975#enrolmt">http://nces.ed.gov/collegenavigator/?s=AL&id=483975#enrolmt</a>.

Additional applicant and matriculant demographic/diversity data is available for ACOM and all osteopathic colleges on the website for the American Association of Colleges of Osteopathic Medicine (<u>https://www.aacom.org/reports-programs-initiatives/aacom-reports/matriculants</u>).

#### ACADEMIC PROGRAM – OSTEOPATHIC MEDICINE

## PROGRAM DESCRIPTION

In the **Osteopathic Medicine Program**, ACOM students receive a comprehensive medical education leading to the degree of **Doctor of Osteopathic Medicine (D.O.)**. The program consists of 168 credit hours of instruction and is designed to be completed in four years. ACOM students spend their first two years studying an integrated curriculum that includes basic medical sciences, clinical sciences, osteopathic principles and practice, and primary clinical skills. ACOM students receive access to the latest technologies such as patient simulators and simulated patient encounters that incorporate didactic study in physical exam skills, communication skills, cultural competency, spirituality in medicine, medical law, and ethics.

ACOM students will participate in third and fourth year clinical clerkships in one of several regions of Alabama and surrounding states where clinical teaching sites have been established as core clerkship experiences in various medical specialties. With an emphasis on primary care and underserved areas of medicine, ACOM students will gain invaluable experience in a diverse array of clinical settings.

ACOM students will compete nationally for prestigious residency programs in primary care areas, as well as specialties such as surgery, cardiology, psychiatry, emergency medicine, dermatology, and radiology. In addition, ACOM will participate in the establishment of ACGME accredited residency programs in Alabama and the surrounding regions.

## CURRICULUM OVERVIEW

The Alabama College of Osteopathic Medicine curriculum is a hybrid model utilizing discipline- and system-based delivery. Initially, the curriculum will present core concept knowledge in the traditional discipline-based manner, which includes a full first semester of basic foundational sciences and anatomy with cadaver dissection. Additional pre-clinical instruction is delivered in a systems-based format concentrating on clinical integration with a patient-centered focus. This curriculum delivery model is complemented by longitudinal instruction in osteopathic principles and practice, high-fidelity patient simulation, primary clinical skills and early standardized patient encounters. This blended model continually reinforces the application of learned knowledge into a clinical framework for long-term retention. The clinical clerkship training will be delivered throughout the State of Alabama and the surrounding region at community-based hospitals and clinics utilizing a network of physicians with more than 16 years of osteopathic clinical training experience.

The first and second years of osteopathic medical education will introduce the student to the fundamental scientific concepts as these apply to the study of medicine. Exposure to clinical medicine with an emphasis on osteopathic principles and practice is woven throughout the curriculum.

An understanding of the etiology, pathophysiology, diagnosis, and treatments of disease is fundamental to the development of a complete osteopathic primary care physician. Therefore, the basic or preclinical as well as the clinical science components of the ACOM Course/Systems Curricula are organized into Integrated Basic Science Courses and Organ Systems. The Courses and Organ Systems are presented to and integrated for the student in classroom, laboratory, TBL and/or small group instruction/discussion, and independent study.

ACOM partners with its various clinical training sites, Medical Education Directors, and Supervising Physician Preceptors to train students for excellence in clinical practice. Under the leadership of ACOM, the preceptors and clinical training sites implement the curriculum to balance the students' learning needs and the educational resources available at the site. To enhance learning, preceptors and sites are encouraged to use a variety of teaching methods and innovations, including observation, monitored participation, video and audio recordings, technology, readings, individual discussions, and presentations by students, faculty, and others. Specific curricular expectations are outlined in the syllabus for each of the required clerkship rotations.

The clinical curricula consist of clinic, hospital, and office-based training. All clinical faculty are approved by ACOM based on interest and dedication to teaching, as well as a credentialing process including evaluation of the Curriculum Vitae (CV), recommendation by appropriate Medical Education Director, board certification or board eligibility, and medical license verifications. The pre-clinical and clinical curriculum reflects the mission of the college through planning and evaluation by the Curriculum Committee and the input and review of the Dean's Cabinet.

Entry into any OMS-III level course requires the successful completion of all OMS-II level courses and COMLEX-USA Level 1. The core experience within the site will consist of the following REQUIRED clerkship rotations: one month of Behavioral Medicine, two months of Internal Medicine, one month of General Surgery, one month of Obstetrics/Gynecology, one month of Pediatrics, one month of Family Medicine, and one month in the ACOM Rural Health Clinic. One third year clerkship rotation must be imbedded within a residency program. A minimum of one required third-year clinical clerkship must be completed under the supervision of an osteopathic physician and more than one of the required third year clinical clerkship experiences must include an inpatient component. The remainder of the year is designated for electives. During the first ten rotation periods, embedded in the required core and elective clerkship rotations, students will participate in Pathway to Residency didactic activities. The Core Site Coordinator will contact the student before core clerkship rotations begin regarding student expectations, housing, orientation activities, and other pertinent information. Students must complete core clerkship rotations in Periods 1 and 2 of their OMS-III year. Students are encouraged, but not required, to complete most of their core clerkship rotations during the Fall Term of their OMS-III year.

The OMS-IV curriculum is intended to build on the foundational experience provided in the third year. The only required clerkship rotations are Emergency Medicine and Hospice & Palliative Care (which can be completed during third or fourth year). Fourth year experiences are in settings where more demands for independence can be expected of the senior medical student. Electives will allow students to travel to locations other than their core site for clerkship rotations in their chosen specialty in preparation for application to residency programs.

## STUDENT TRACKING AND PROMOTION

ACOM students must accomplish specified milestones to academically progress through the curriculum. The Registrar/Director of Student Tracking monitors and tracks the progress of each student at ACOM. See the below table for the minimum requirements to complete each level.

OMS Level	Requirements for Completion
OMS-I	<ul> <li>Complete and Pass all required OMS-I coursework</li> <li>Complete all required OMS-I assessments and evaluations</li> </ul>
OMS-II	<ul> <li>Complete and Pass all required OMS-II coursework</li> <li>Complete all required OMS-II assessments and evaluations</li> <li>Complete and Pass COMLEX-USA Level 1 (maximum three attempts)</li> </ul>
OMS-III	<ul> <li>Complete and Pass all required OMS-III clerkships</li> <li>Complete all required OMS-III assessments and evaluations</li> </ul>
OMS-IV	<ul> <li>Complete and Pass all required OMS-IV clerkships</li> <li>Complete all required OMS-IV assessments and evaluations</li> <li>Complete and Pass COMLEX-USA Level 2-CE (maximum three attempts)</li> <li>Complete and Pass COMLEX-USA Level 2-PE (maximum three attempts)</li> </ul>
ACOM Graduate	Each single degree DO student must complete the DO degree within 150% of the standard time to achieve the degree (six years following matriculation).

## GRADUATION REQUIREMENTS

A medical student who has fulfilled all of the program requirements may be granted the Doctor of Osteopathic Medicine degree provided the medical student:

- Has complied with all the curricular, legal and financial requirements of ACOM;
- Has successfully completed all coursework requirements in no more than six years;
- Attends the ceremony in person;
- Takes the osteopathic oath;
- Has taken and passed COMLEX-USA Level 1, Level 2-CE, and Level 2-PE administered by the National Board of Osteopathic Medical Examiners (NBOME);
- Has demonstrated the ethical, personal and professional qualities deemed necessary for the successful and continued study and practice of osteopathic medicine.

Students whose graduation date is delayed will be allowed to participate in graduation ceremonies with their matriculating class as long as they will be able to finish their clerkships by the conclusion of that academic year. In addition, the student must have passed COMLEX-USA Level 1 and both parts of COMLEX-USA Level 2.

#### MAXIMUM LENGTH OF PROGRAM POLICY

ACOM shall provide a curriculum of instruction that encompasses four academic years (eight semesters) of continuous study. Candidates for the degree of Doctor of Osteopathic Medicine (DO) are required to meet all graduation requirements in a time frame not to extend beyond six years from the first date of matriculation unless otherwise required by statute.

## DEGREE CONFERRAL POLICY AND PROCEDURE

ACOM will confer the degree of Doctor of Osteopathic Medicine (D.O.) upon those students who have satisfactorily completed the requirements of graduation and have been recommended for graduation by the faculty.

#### POLICY PROCEDURE:

- 1. Upon program completion, the Registrar shall complete a degree audit of students eligible for graduation. The Registrar confirms accomplishment of all academic milestones and presents a list of those students eligible for graduation to the Faculty Assembly.
- 2. By vote of the faculty as convened by the Chair of the Faculty Assembly, or his/her designee, the roster of students approved for graduation shall be confirmed to the Dean for transmittal to the Board of Directors for approval.
- 3. The Board of Directors will take formal action to approve the conferring of the degree of Doctor of Osteopathic Medicine to medical students from that class.
- 4. The degree Doctor of Osteopathic Medicine (D.O.) shall be awarded to all candidates duly certified by this procedure at a date and time to be determined by the Office of the President.

## OMS-I & OMS-II COURSE REQUIREMENTS

	OMS-I – FALL	
Course #	Course Name	Credit Hours
701	Anatomical Sciences	7
711	Molecular Medicine	7
731	Osteopathic Principles & Practice I	2
741	Primary Clinical Skills I	2
781	Foundations of Modern Healthcare I	2
<b>Credit Hours Per Term</b>		20
	OMS-I – SPRING	
Course #	Course Name	Credit Hours
720	Neuroanatomy/Behavioral Neuroscience	8
724	Musculoskeletal	4
751	Hematology/Lymph	4
768	Dermal	2
782	Foundations of Modern Healthcare II	1
732	Osteopathic Principles & Practice II	2
742	Primary Clinical Skills II	2
Credit Hours Per Term		23
	OMS-II – FALL	
Course #	Course Name	Credit Hours
0001001	course mane	Credit Hours
753	Cardiovascular	6
753	Cardiovascular	6
753 757	Cardiovascular Respiratory	6 5
753 757 755	Cardiovascular Respiratory Renal	6 5 3
753 757 755 733	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III	6 5 3 2
753 757 755 733 743	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III	6 5 3 2 2
753 757 755 733 743 783	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III	6 5 3 2 2 2 2
753 757 755 733 743 783	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III	6 5 3 2 2 2 2
753 757 755 733 743 783 Credit Hours Per Term	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING	6 5 3 2 2 2 2 2 2 20
753 757 755 733 743 783 Credit Hours Per Term Course #	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name	6 5 3 2 2 2 2 20 <b>Credit Hours</b>
753 757 755 733 743 743 783 Credit Hours Per Term Course # 761	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name Endocrine/Reproductive	6 5 3 2 2 2 2 20 <b>Credit Hours</b> 8
753 757 755 733 743 743 783 Credit Hours Per Term Course # 761 764	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name Endocrine/Reproductive Gastrointestinal	6 5 3 2 2 2 2 20 <b>Credit Hours</b> 8 4
753 757 755 733 743 783 Credit Hours Per Term Course # 761 764 764 732	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name Endocrine/Reproductive Gastrointestinal Osteopathic Principles & Practice IV	6 5 3 2 2 2 2 20 <b>Credit Hours</b> 8 4 2
753 757 755 733 743 783 Credit Hours Per Term Course # 761 764 764 732 742	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name Endocrine/Reproductive Gastrointestinal Osteopathic Principles & Practice IV Primary Clinical Skills IV	6 5 3 2 2 2 2 2 20 <b>Credit Hours</b> 8 4 2 2 2
753 757 755 733 743 783 Credit Hours Per Term Course # 761 764 764 732 742 784	Cardiovascular Respiratory Renal Osteopathic Principles & Practice III Primary Clinical Skills III Foundations of Modern Healthcare III OMS-II – SPRING Course Name Endocrine/Reproductive Gastrointestinal Osteopathic Principles & Practice IV Primary Clinical Skills IV Foundations of Modern Healthcare IV	6 5 3 2 2 2 2 20 <b>Credit Hours</b> 8 4 2 2 2 1

## OMS-III & OMS-IV COURSE (CLERKSHIP) REQUIREMENTS

	OMS-III	
Course #	Clerkship Name	Credit Hours
DO CLIN 801	Core: Behavioral Medicine	4
DO CLIN 802	Core: Internal Medicine I	4
DO CLIN 803	Core: Internal Medicine II	4
DO CLIN 804	Core: Obstetrics/Gynecology	4
DO CLIN 805	Core: General Surgery	4
DO CLIN 806	Core: Pediatrics	4
DO CLIN 807	Core: Family Medicine	4
DO CLIN 833	Core: ACOM Rural Health Clinic	4
DO CLIN 840-899	*Electives	12
OMS-III Credit Hours		44
	OMS-IV	
Course #	Clerkship Name	Credit Hours
DO CLIN 903	Required: Emergency Medicine	4
DO CLIN 908	Core: Hospice & Palliative Care	4
	<ul> <li>May be completed as an OMS-III or</li> </ul>	
	OMS-IV clerkship	
DO CLIN 940-999	*Electives	32
<b>OMS-IV Credit Hours</b>		40
<b>Total Clinical Credit H</b>	ours	84
<b>Total Program Credit</b>	Hours (Pre-Clinical and Clinical)	168

## CLASSIFICATION OF CLERKSHIP ROTATIONS

Clerkship Rotations are classified as core, required, or elective:

a. **Core Clerkship Rotations:** Core clerkship rotations must be completed at the assigned core site and are assigned by ACOM. The student cannot change them.

In the unusual situation that a student's core site is unable to provide a scheduled core clerkship rotation, then that student may be assigned by the appropriate Regional Coordinator to the nearest available core site, with approval by the Associate Dean of Clinical Sciences.

- b. **Required Clerkship Rotations:** Required clerkship rotations do not have to be completed at a core site but are required to be taken in the appropriate OMS year.
- c. Elective Clerkship Rotations: Students have the opportunity to complete many elective clerkship rotations in the third and fourth years. Electives can be in any specialty and at any medical facility. Preceptors for elective clerkship rotations may be any licensed, practicing physician approved by ACOM; they are not required to be members of the ACOM Clinical Faculty. Students are encouraged to schedule elective clerkship rotations in a variety of clinical practice areas for broad-based clinical exposure.

Students who choose to complete elective clerkship rotations at locations other than ACOM core sites must have those electives approved by the Division of Clinical Sciences sixty (60) days in advance.

## LIMITS ON CLERKSHIP ROTATIONS

- a. There is no limit on the number of credit hours students may complete in a particular discipline; however, students should endeavor to make smart, strategic choices when planning their elective schedules. Students are encouraged to seek out and follow the guidance from ACOM Faculty and Medical Education Directors.
- b. Students may not complete more than eight credit hours of clerkship rotations, core or elective, with the same supervising physician over the combination of the clinical years without special permission from the Associate Dean of Clinical Sciences.
- c. Students may complete only one clerkship rotation with a preceptor who is a member of the student's family. A clerkship rotation completed with a family member must be an elective clerkship rotation.
- d. Students may not complete more than eight credit hours of Research electives, International Medicine electives, or electives with no patient interaction over the combination of the clinical years without special permission from the Associate Dean of Clinical Sciences.
- e. Students may not complete more than four credit hours of the Wilderness Medicine elective.

## COURSE DESCRIPTIONS

## OMS-I COURSE DESCRIPTIONS

**DO SYS 701 Anatomical Sciences (7 credit hours)** - Medical Gross Anatomy is the study of the body's structure. The subject of anatomy is not only crucial for surgeons, but it is also important for a clinician who performs emergency procedures; carries out a physical examination; performs an invasive procedure; examines radiological imaging; refers a patient to another doctor; or explains a procedure to a patient. These undertakings are common to all disciplines of medicine. The course is organized by the four major body regions: back and upper limb; lower limb; thorax, abdomen and pelvis; and head and neck. Laboratory prosections and dissections will be utilized throughout the entire course. Supplemental lectures and tutorials will also be given. Computer-aided instruction will be used to help students learning anatomy. The student is expected to learn anatomical terminology, three-dimensional, radiological and surface (palpatory) anatomy. Throughout the course, students will be challenged to relate the anatomy to solving clinical problems. The latter is an integral part of the anatomy curriculum. Students will be evaluated by a series of five written examinations and five laboratory practical exams.

**DO SYS 711 Molecular Medicine (7 credit hours)** - The basic sciences are the foundation on which evidence-based medical education and practice are built. This course provides a path for the student to gain an extensive knowledge base in biochemistry, immunology, and medical genetics, as well as an introduction to basic concepts of pharmacology, physiology, and pathology. The fully integrated curriculum addresses themes common to all these basic sciences, focusing on their impact on medical principles and practices.

**DO SYS 731 Osteopathic Principles & Practice I (2 credit hours)** - The Osteopathic Principles and Practice (OPP) I is an introductory course designed to provide the student with a fundamental understanding of the history, philosophy, principles, and practice of osteopathic medicine. During this course, the student will be introduced to the lexicon, foundational principles, and professional expectations upon which the profession was built. The faculty also works in conjunction with other departments to complement and integrate the knowledge received from basic and clinical divisions.

Additionally, the student will sequentially initiate training in the tactile and psychomotor skills necessary for the diagnostic palpation of and manipulative treatments for their future patients, regardless of the medical specialty chosen. This course will instruct the student in the philosophic and diagnostic underpinnings upon which they will continue to build their osteopathic knowledge and the structurally based examination utilizing clinical methods and modalities that will continually develop for the rest of their clinical careers. The OPP Course is cumulative over four semesters. All summative and formative evaluations of concepts and skills will reflect cumulative knowledge.

**DO SYS 741 Primary Clinical Skills I (2 credit hours)** - Primary Clinical Skills I is an introductory course to the history and physical examination that prepares students to effectively gather and organize clinical information in an accurate, thorough, professional and compassionate manner. As the first course in a two-year continuum, Primary Clinical Skills I serves as the foundation by providing a systematic framework for the acquisition and integration of basic medical knowledge and skills in a clinical context. This course will promote an understanding of patient-centered care while incorporating osteopathic principles and practice progressing to practice-based and systems-based professional learning. This course is designed to provide students with ample opportunity to practice these newly acquired skills in the Simulation Center, skills labs, and TBL setting, as well as through the use of standardized patients in a supervised setting.

DO SYS 781 Foundations of Modern Healthcare I (2 credit hours) - The aim of the course is to explore the contemporary foundational elements of providing healthcare in the 21st century while preparing students to address the needs of the general and underserved population. The course presents an introduction to evidence-based medicine and topics related to the humanistic dimension of the medical profession and patient care. The course provides a foundation in evidence-based medicine and aspects of humanities that are relevant to the practice of osteopathic medicine, placing an emphasis on professionalism, medical ethics, information mastery, clinical reasoning, self-care, wellness, patient engagement, interprofessional collaboration, mindfulness, emotional intelligence, career in medicine, healthcare systems, end-of-life care, spiritual and cultural diversity, medical jurisprudence, copyright/plagiarism, and integrative medicine.

**DO SYS 720 Behavioral Neuroscience/Neuroanatomy (8 credit hours)** - The Behavioral Neuroscience course is an interdepartmental course that emphasizes the interdisciplinary study of the human nervous system as it applies to clinical medicine. This course consists of the integration of three components.

The first component is **Neuroanatomy** is the first component of the course, where the basic anatomical structures and relationships of the central nervous system are stressed. The course covers general principles of development, connectivity, vascular supply of brain and spinal cord, and the control over the peripheral nervous system. Review of selected degenerative or traumatic lesions emphasizes anatomical/clinical relevance of the material. Laboratory participation is an integral part of the learning environment.

The second component is **Medical Neuroscience**, which introduces the student to the form, function, and dysfunction of the nervous system. This information is presented in the context of the clinical situation, and when feasible emphasizing major disease processes a physician is likely to encounter. Pharmacologic aspects of neurologic disease will be emphasized. Correlation with current neuroradiology testing and Neuropathology is also included.

The third component is **Behavioral Neuroscience**, which is a broad-based examination of the biological, developmental, environmental and social/cultural aspects of cognition, emotions and behavior. Psychopathology is presented by learning about psychiatric assessment and interviewing and the classification of mental disorders. Additionally, the etiology, diagnosis, prognosis and treatment modalities (psychotropic medications and psychotherapies) of psychiatric conditions are reviewed.

**DO SYS 724 Musculoskeletal (4 credit hours)** - The purpose of this course is to provide the student with an interdisciplinary understanding of the musculoskeletal system to facilitate evaluation, diagnosis, and treatment in a primary care setting. Students will review and enhance their knowledge of anatomy, biomechanics, physiology, biochemistry, immunology,

pathology, and pharmacology, as well as Osteopathic Principles and Practice (OPP) to develop a comprehensive mastery of relevant clinical concepts and mechanisms. Familiarity with material from previous coursework will be assumed and expected. Clinical topics to be covered include orthopedic surgery, sports medicine, podiatry, radiology, infectious disease, rheumatology, and Osteopathic Manipulative Medicine. Methods of examining the musculoskeletal system will be introduced and taught concurrently in the PCS and OPP courses.

**DO SYS 751 Hematology & Lymph (4 credit hours)** - Hematology & Lymph is an integrated systems course that focuses on blood components, including cells, proteins, fluids and other organs and tissues that play roles in oxygen delivery, immune reactions, and clotting. Consideration will be given to both normal processes and to disease states. In addition, oncological aspects will be discussed for WBC-related and other neoplasms. Finally, relevant microbiologic organisms/processes will be discussed, including HIV.

**DO SYS 768 Dermal (2 credit hours)** - The goal of this course is to provide students with fundamental medical knowledge of the dermal system. The course content will enable students to develop the knowledge and skills necessary for accurate description, effective diagnosis, and efficient treatment of dermatologic problems.

DO SYS 732 Osteopathic Principles and Practice II (2 credit hours) - Osteopathic Principles and Practice II is the second of four courses in the Osteopathic Principles and Practice series. This course complements and expands on the knowledge and skills acquired in the preceding course. The Osteopathic Principles and Practice (OPP) course is designed to provide the student with a fundamental understanding of the history, philosophy, principles, and practice of osteopathic medicine. During this course, the student will be introduced to the lexicon, foundational principles, and professional expectations upon which the profession was built. The faculty also works in conjunction with other departments to complement and integrate the knowledge received from basic and clinical divisions. Additionally, the student will sequentially initiate training in the tactile and psychomotor skills necessary for the diagnostic palpation of and manipulative treatments for their future patients, regardless of the medical specialty chosen. This course will instruct the student in the philosophic and diagnostic underpinnings upon which they will continue to build their osteopathic knowledge and the structurally based examination utilizing clinical methods and modalities that will continually develop for the rest of their clinical careers. The OPP Course is cumulative over four semesters. All summative and formative evaluations of concepts and skills will reflect cumulative knowledge.

**DO SYS 742 Primary Clinical Skills II (2 credit hours)** - Primary Clinical Skills II is the second of four courses in the Primary Clinical Skills series. This course complements and expands on the knowledge and skills acquired in PCSI. This course prepares students to effectively gather and organize clinical information in an accurate, thorough, professional and compassionate manner. As the second course in a two-year continuum, Primary Clinical Skills II continues to serve as a foundation by providing a systematic framework for the acquisition and integration of basic medical knowledge and skills in a clinical context. This course will promote an understanding of patient-centered care while incorporating osteopathic principles and practice progressing to practice-based and systems-based professional learning. This course is designed to provide students with ample opportunity to practice these newly acquired skills in the Simulation Center, skills labs, and TBL setting, as well as through the use of standardized patients in a supervised setting.

**DO SYS 782 Foundations of Modern Healthcare II (1 credit hour)** - Foundations of Modern Healthcare II is the second of four courses in the Foundations of Modern Healthcare series. This course complements and expands on the knowledge and skills acquired in the preceding course. This course prepares students to effectively gather and organize clinical medical literature in an accurate, thorough, and professional manner. As the second course in a two-year continuum, Foundations of Modern Healthcare II continues to serve as a foundation by providing a systematic framework of professionalism, ethics, and careers in medicine. In this course, students will also provide foundation in epidemiology, biostatistics, informatics, research methods, and evidence-based medicine. Students will demonstrate mastery of material through a journal club and TBL sessions.

## OMS-II COURSE DESCRIPTIONS

**DO SYS 753 Cardiovascular (6 credit hours)** - The Cardiovascular Systems course is an interdepartmental course that emphasizes the interdisciplinary study of the human cardiovascular system as it applies to clinical medicine. This course consists of the integration of multiple components. One component is cardiac structure and function, where the basic anatomic structures and development, normal function and control, and vascular supply into and out of the heart are addressed. Pathological states and related clinical outcomes emphasize the major cardiac disease processes a physician is likely to encounter, and EKG interpretation in health and disease is also a major emphasis. Evaluation of the patient and relevant differential diagnoses will be included. Another component is vascular structure and function, which builds on cardiac function and stresses the means by which delivery of oxygen, nutrients, waste products, hormones, and related materials are achieved. As with cardiac structure, this information is presented in the context of the clinical situation, and when feasible emphasizing major disease processes a physician is likely to encounter. Pharmacologic aspects of cardiovascular disease will be emphasized.

**DO SYS 755 Renal (3 credit hours)** - Identify the minimum essential knowledge of the renal system with which every medical student trained as an undifferentiated osteopathic physician must have at the time of graduation from medical school. This course provides a clear path for the osteopathic student to gain knowledge in renal: anatomy, microbiology, physiology, pharmacology, pathology and osteopathic principles with the goal of bridging molecular and clinical medicine.

**DO SYS 757 Respiratory (5 credit hours)** - The Respiratory System integrates foundational basic science information with common clinical pulmonary and ENT disease diagnosis and management principles for both the adult and pediatric populations.

DO SYS 783 Foundations of Modern Healthcare III (2 credit hours) - Foundations of Modern Healthcare III is the third of four courses in the Foundations of Modern Healthcare series. This course complements and expands on the knowledge and skills acquired in the preceding course. This course provides foundation in evidence-based medicine and aspects of humanities that are relevant to the practice of osteopathic medicine. This course will also provide students with knowledge regarding cognitive clinical reasoning, health care terminology, COMLEX-USA preparation, Journal Club, healthcare systems, hospice, home health, and palliative care, complementary and alternative medicine, medical jurisprudence, health care disparity, child abuse and neglect, patient engagement, patient safety, medical licensure, physicians as leaders, the 6 Aims of Healthcare Improvement, global health, population-based care, rural health, health promotion and disease prevention, occupational/environmental medicine, prescription writing, consultations, health care literacy, and health care disparity. In doing so, the course objectives convey the respective core competencies outlined in the Institutional Learning Objectives and Graduate Characteristics.

DO SYS 733 Osteopathic Principles & Practice III (2 credit hours) - Osteopathic Principles and Practice III is the third of four courses in the Osteopathic Principles and Practice series. This course complements and expands on the knowledge and skills acquired in the preceding course. The Osteopathic Principles and Practice (OPP) course is designed to provide the student with a fundamental understanding of the history, philosophy, principles, and practice of osteopathic medicine. During this course, the student will be introduced to the lexicon, foundational principles, and professional expectations upon which the profession was built. The faculty also works in conjunction with other departments to complement and integrate the knowledge received from basic and clinical divisions. Additionally, the student will sequentially initiate training in the tactile and psychomotor skills necessary for the diagnostic palpation of and manipulative treatments for their future patients, regardless of the medical specialty chosen. This course will instruct the student in the philosophic and diagnostic underpinnings upon which they will continue to build their osteopathic knowledge and the structurally based examination utilizing clinical methods and modalities that will continually develop for the rest of their clinical careers. The OPP Course is

cumulative over four semesters. All summative and formative evaluations of concepts and skills will reflect cumulative knowledge.

**DO SYS 743 Primary Clinical Skills III (2 credit hours)** - Primary Clinical Skills III is the third of four courses in the Primary Clinical Skills series. This course complements and expands on the knowledge and skills acquired in the preceding courses. This course prepares students to effectively gather and organize clinical information in an accurate, thorough, professional and compassionate manner. As the third course in a two-year continuum, Primary Clinical Skills III continues to serve as a foundation by providing a systematic framework for the acquisition and integration of basic medical knowledge and skills in a clinical context. This course will promote an understanding of patient-centered care while incorporating osteopathic principles and practice progressing to practice-based and systems-based professional learning. This course is designed to provide students with ample opportunity to practice these newly acquired skills in the Simulation Center, skills labs, and TBL setting, as well as through the use of standardized patients in a supervised setting.

## DO SYS 761 Endocrine / Reproductive (8 credit hours)

**Endocrine**: This course explores the anatomy of the hormone secreting glands, the biochemical description of a hormone, how hormones are studied and measured, and the physiology of homeostasis. Pathologies of the endocrine system and the pharmacology of endocrine drugs are presented. Clinical manifestations of endocrine disorders of various ages are presented, with emphasis on identification, diagnosis, and treatment. The course also considers the evaluation and management of endocrine emergencies.

**Reproductive:** The aim of this course is to familiarize the student with the development, function, and pathology of the male and female reproductive systems. The topics will cover areas of embryology, anatomy, physiology, biochemistry, pharmacology, histology, microbiology, endocrinology and pathology as they pertain to the reproductive system. Students will also be introduced to and gain an understanding of clinical obstetrics and gynecology through the presentation of clinically-oriented cases using a multisystem approach.

**DO SYS 764 Gastrointestinal (4 credit hours)** - Gastrointestinal integrates foundational basic science information with common clinical gastrointestinal and hepatic disease diagnosis and management principles for both the adult and pediatric populations.

**DO SYS 784 Foundations of Modern Healthcare IV (1 credit hour)** - The aim of the course is to explore the contemporary foundational elements of providing healthcare in the 21st century while preparing students to address the needs of the general and underserved population. The course presents an introduction to evidence-based medicine and topics related to the humanistic dimension of the medical profession and patient care. Foundations of Modern Healthcare IV is the fourth of four courses in the Foundations of Modern Healthcare series. This course complements and expands on the knowledge and skills acquired in the preceding course. The course provides foundation in evidence-based medicine and aspects of humanities that are relevant to the practice of osteopathic medicine. As the fourth course in a two-year continuum, Foundations of Modern Healthcare IV continues to serve as a foundation by providing a systematic framework on professionalism, ethics, and careers in medicine. This course will also provide students with knowledge regarding HIPAA training, Hospice experience, SIM experience, medical jurisprudence, COMLEX-USA preparation, biostatistics, epidemiology, informatics, and Journal Club.

**DO SYS 734 Osteopathic Principles & Practice IV (2 credit hours)** - Osteopathic Principles and Practice IV is the fourth of four courses in the Osteopathic Principles and Practice series. This course complements and expands on the knowledge and skills acquired in the preceding course. The Osteopathic Principles and Practice (OPP) course is designed to provide the student with a fundamental understanding of the history, philosophy, principles, and practice of osteopathic medicine. During this course, the student will be introduced to the lexicon, foundational principles, and professional expectations upon which the profession was built. The faculty also works in conjunction with other departments to complement and

integrate the knowledge received from basic and clinical divisions. Additionally, the student will sequentially initiate training in the tactile and psychomotor skills necessary for the diagnostic palpation of and manipulative treatments for their future patients, regardless of the medical specialty chosen. This course will instruct the student in the philosophic and diagnostic underpinnings upon which they will continue to build their osteopathic knowledge and the structurally based examination utilizing clinical methods and modalities that will continually develop for the rest of their clinical careers. The OPP Course is cumulative over four semesters. All summative and formative evaluations of concepts and skills will reflect cumulative knowledge.

**DO SYS 744 Primary Clinical Skills IV (2 credit hours)** - Primary Clinical Skills IV is the fourth of four courses in the Primary Clinical Skills series. This course complements and expands on the knowledge and skills acquired in the preceding courses. This course prepares students to effectively gather and organize clinical information in an accurate, thorough, professional and compassionate manner. As the fourth course in a two-year continuum, Primary Clinical Skills IV continues to serve as a foundation by providing a systematic framework for the acquisition and integration of basic medical knowledge and skills in a clinical context. This course will promote an understanding of patient-centered care while incorporating osteopathic principles and practice progressing to practice-based and systems-based professional learning. This course is designed to provide students with ample opportunity to practice these newly acquired skills in the Simulation Center, skills labs, and TBL setting, as well as through the use of standardized patients in a supervised setting.

**DO SYS 791 Clinical Integration Capstone (4 credit hours)** – This course is a customized COMLEX-USA and USMLE review program designed to assist medical students in preparation for Boards and Clerkship training. The physiological application of medical knowledge to clinical medicine is essential in order to achieve a commanding understanding of Medicine. The course will integrate major system physiology, pathophysiology, clinical manifestations, and treatment. In addition, the basic sciences will be reviewed with emphasis on clinical presentations and abnormalities.

## OMS-III CLERKSHIP DESCRIPTIONS

**DO CLIN 801 Behavioral Medicine (4 credit hours)** - Four weeks focusing on the evaluation, intervention, and management of the psychiatric patient. Emphasis is placed on the medical student learning the triage and community integration of treatment models, treating the patient in the setting close to home rather than the inpatient psychiatric hospital. This month will offer the integration of the psychiatric treatment model with the goal of community treatment and placement for the mentally ill patient.

**DO CLIN 802 Internal Medicine I (4 credit hours)** - Four weeks of training in clinic and hospital settings leading to a foundational understanding of general medical problems in the adult male and female patients. This course is a prerequisite for Internal Medicine II.

**DO CLIN 803 Internal Medicine II (4 credit hours)** - Four weeks of training with the same objectives as Internal Medicine I. Increases the consolidation of educational goals by providing continuity of environment and faculty found in Internal Medicine I.

**DO CLIN 804 Obstetrics/Gynecology (4 credit hours)** - Four weeks of training in the inpatient or outpatient setting to obtain acceptable competency for a medical student in the care of medical and surgical issues related to the female genitourinary system. This will include the evaluation and care of the pregnant patient for prenatal, delivery, and post-natal period.

**DO CLIN 805 General Surgery (4 credit hours)** - Four weeks of training in the hospital setting under the supervision of a hospital-based general surgeon(s). This will include the evaluation, surgical intervention, consultation, and follow-up of the adult male and female population.

**DO CLIN 806 Pediatrics (4 credit hours)** - Four weeks of clinical training in the outpatient and/or inpatient setting. The student will learn to take an appropriate history for male and female patients from birth to adulthood. Emphasis will be placed on preventive health management for evaluation of growth milestones, as well as immunization strategies. Identification of the acutely ill patient will be integrated into the experience.

**DO CLIN 807 Family Medicine (4 credit hours)** - Four weeks of training with a family physician students will work with a family physician in order to gain a more complete perspective of the uniqueness of family medicine and further their learning of clinical knowledge and skill sets necessary to practice medicine in a variety of outpatient and inpatient settings.

**DO CLIN 833 ACOM Rural Health Clinic (4 credit hours)** - Four weeks of training providing a unique combination of OPP training in both a standardized and clinical setting as well as training in a family rural health clinic. Concurrent with this training, students will also serve in a near- peer teacher role to first- and second-year students in OPP lectures, OPP labs, and the clinic. Students are expected to learn and refine skills necessary to integrate OMT into daily clinical practice. They will also begin their role as both mentors and lifelong learners/teachers essential for lifelong success as a physician.

**DO CLIN 840-899 Electives (2 or 4 credit hours)** - Electives may be completed in any discipline, with any licensed practicing physician approved by the Division of Clinical Sciences and are not required to be completed with a member of the ACOM clinical faculty. For more information about electives with specialized didactics, please refer to the "Additional Options for Elective Clerkships" section.

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General Internal Medicine	DO CLIN 840	Plastic Surgery	DO CLIN 872
Gastroenterology	DO CLIN 841	Radiology	DO CLIN 873
Cardiology	DO CLIN 842	Dermatology	DO CLIN 874
Nephrology	DO CLIN 843	Women's Health	DO CLIN 875
Pulmonology	DO CLIN 844	Behavioral Health	DO CLIN 876
Hematology/Oncology	DO CLIN 845	Family Medicine	DO CLIN 877
Rheumatology	DO CLIN 846	OPP Elective	DO CLIN 878
Neurology	DO CLIN 847	Geriatrics	DO CLIN 879
Allergy/Immunology	DO CLIN 848	PM&R	DO CLIN 880
Critical Care Medicine	DO CLIN 849	Occupational Medicine	DO CLIN 881
Infectious Diseases	DO CLIN 850	International Medicine	DO CLIN 882
Adolescent Medicine	DO CLIN 851	Addiction Medicine	DO CLIN 883
Emergency Medicine	DO CLIN 852	Pathology	DO CLIN 884
Endocrinology	DO CLIN 853	Medical Spanish	DO CLIN 836
Pediatrics	DO CLIN 854	Public Health	DO CLIN 837
OB/GYN	DO CLIN 855	Radiation Oncology	DO CLIN 887
Sports Medicine	DO CLIN 857	Preventive Medicine	DO CLIN 888
Neonatology	DO CLIN 858	Colorectal Surgery	DO CLIN 889
General Surgery	DO CLIN 861	Cardiothoracic Surgery	DO CLIN 890
Neurosurgery	DO CLIN 862	Gynecological Surgery	DO CLIN 891
Otolaryngology	DO CLIN 863	Clinical Integration	DO CLIN 893
Anesthesiology	DO CLIN 864	Adv. Clinical Skills Training	DO CLIN 894
Vascular Surgery	DO CLIN 865	Hospice & Palliative Care	DO CLIN 895
Orthopedics	DO CLIN 866	Research	DO CLIN 896
Ophthalmology	DO CLIN 868	Fellowship in Clinical Anatomy and OPP I	DO CLIN 897
Urology	DO CLIN 869	Fellowship in Clinical Anatomy and OPP II	DO CLIN 899
Urogynecology	DO CLIN 870	Fellowship in High-Fidelity Simulation	DO CLIN 886FEL
Oncology Surgery	DO CLIN 871	through Patient Care I	
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## OMS-IV CLERKSHIP DESCRIPTIONS

**DO CLIN 903 Emergency Medicine (4 credit hours)** - Four weeks of training with a prerequisite of successful completion of the entire third year of training prior to entry. Students will be educated in the initial evaluation and stabilization of the acutely ill or traumatized patient. Education of the triage process at the entry into the Emergency Department is included in the experience.

DO CLIN 908 Hospice & Palliative Care (4 credit hours) - Four weeks of training designed to provide students with a comprehensive experience in both "End-of-Life" Care and the most current modalities of symptom control / management. Students will experience being a part of a treatment team caring for individual patients and families, anticipating and managing a spectrum of issues in anticipation of life's end. This will include experience in dealing with social, psychological, and spiritual distress in terminally ill patients. The palliative care components will include: management of pain, anxiety, insomnia, nausea & vomiting, anorexia, constipation, pruritus, cough, dyspnea, and delirium. Students are also invited and encouraged to reflect upon end-of-life issues for themselves and their families and achieve increasing comfort in their discourse.

**DO CLIN 940-999 Electives (2 or 4 credit hours)** - Electives may be completed in any discipline, with any licensed practicing physician approved by the Division of Clinical Sciences and are not required to be completed with a member of the ACOM clinical faculty. For more information about electives with specialized didactics, please refer to the "Additional Options for Elective Clerkships" section.

Medical Spanish	DO CLIN 936	Urology	DO CLIN 969
Public Health	DO CLIN 937	Urogynecology	DO CLIN 970
Fellowship in Clinical Anatomy	DO CLIN 938FEL	Oncology Surgery	DO CLIN 971
and OPP I		Plastic Surgery	DO CLIN 972
Fellowship in Clinical Anatomy	DO CLIN 939FEL	Radiology	DO CLIN 973
and OPP II		Dermatology	DO CLIN 974
General Internal Medicine	DO CLIN 940	Women's Health	DO CLIN 975
Gastroenterology	DO CLIN 941	Behavioral Health	DO CLIN 976
Cardiology	DO CLIN 942	Family Medicine	DO CLIN 977
Nephrology	DO CLIN 943	OPP	DO CLIN 978
Pulmonology	DO CLIN 944	Geriatrics	DO CLIN 979
Hematology/Oncology	DO CLIN 945	PM&R	DO CLIN 980
Rheumatology	DO CLIN 946	Occupational Medicine	DO CLIN 981
Neurology	DO CLIN 947	International Medicine	DO CLIN 982
Allergy/Immunology	DO CLIN 948	Addiction Medicine	DO CLIN 983
Critical Care Medicine	DO CLIN 949	Pathology	DO CLIN 984
Infectious Diseases	DO CLIN 950	FQHC	DO CLIN 985
Adolescent Medicine	DO CLIN 951	Trauma Surgery	DO CLIN 986
Emergency Medicine	DO CLIN 952	Radiation Oncology	DO CLIN 987
Endocrinology	DO CLIN 953	Preventive Medicine	DO CLIN 988
Pediatrics	DO CLIN 954	Colorectal Surgery	DO CLIN 989
OB/GYN	DO CLIN 955	Cardiothoracic Surgery	DO CLIN 990
Sports Medicine	DO CLIN 957	Gynecological Surgery	DO CLIN 991
Neonatology	DO CLIN 958	Clinical Integration	DO CLIN 993
General Surgery	DO CLIN 961	Wilderness Medicine	DO CLIN 994
Neurosurgery	DO CLIN 962	Research	DO CLIN 996
Otolaryngology	DO CLIN 963	Hospice & Palliative Care	DO CLIN 998
Anesthesiology	DO CLIN 964	Adv. Clinical Skills Training	DO CLIN 999
Vascular Surgery	DO CLIN 965	Fellowship in High-Fidelity	DO CLIN 992FEL
Orthopedics	DO CLIN 966	Simulation through Patient Care II	
Ophthalmology	DO CLIN 968		

## ADDITIONAL OPTIONS FOR ELECTIVE CLERKSHIPS

Students may also consider the following options when planning elective clerkship rotations:

**DO CLIN 882/982 International Medicine (4 credit hours)** - Students who are in good standing and have completed all OMS-III core clerkship rotations may complete up to two international medicine electives involving direct patient care. The primary site supervisor for international clerkship rotations must be a licensed physician qualified to practice within the host country. Students will be responsible for obtaining the appropriate visa and immunizations or other prophylaxis requirements. International medicine electives must be approved at least 60 days in advance by the Division of Clinical Sciences. The guidelines/application for international clerkship rotation can be obtained from the Clerkship Chair.

DO CLIN 896/996 Research Elective (4 credit hours) - Students who are in good standing and have completed all OMS-III core clerkship rotations may complete up to two research electives with prior approval by the Research Elective Clerkship Chair and the Division of Clinical Sciences. The AOA recognizes that the advancement of scientific research plays a critical role in the mission to improve American healthcare through promoting osteopathic medicine. The Research Elective is an immersion experience in ongoing human or animal-based research, which may involve, but is not limited to, the following: clinical investigation, policy studies, or health services research and may be laboratory-based, practice-based, or both. The preceptor will be the Principal Investigator (PI) for the project and will be required to adhere to all regulations and procedures (IRB, IACUC, etc. as appropriate) and be approved by the Research Elective Clerkship Chair. The student will be required to take appropriate online training in research through the ACOM Research Division before beginning the Research Elective. Research electives must be approved at least 60 days in advance by the Clerkship Chair and the Associate Dean of Clinical Sciences. Guidelines/Applications for the research elective can be found on eValue.

**DO CLIN 994 Wilderness Medicine (4 credit hours)** - Wilderness Medicine is the practice of medicine in an austere environment. Improvisation of accepted medical therapies are required when standard medical facilities and equipment are unavailable. The practitioner must possess adequate outdoor skills to be completely self-sufficient in wilderness settings. Wilderness Medicine training prepares health care personnel to be useful in disaster and humanitarian settings. The goal of this wilderness medicine elective is to prepare participants to function as health care providers anywhere in the world, under any circumstances, with or without access to hospitals.

DO CLIN 999 Advanced Clinical Skills Training (2 or 4 credit hours) - The Advanced Clinical Skills Training Clerkship Rotation is designed to facilitate student improvement on the COMLEX-USA Level 2 Performance Evaluation. In order to meet this goal, students will work with clinical faculty, clinical skills educators, and the Clinical Competency Center staff to improve their clinical skills in the context of standardized patient encounters. Students will complete a variety of standardized patient encounters followed by a self-assessment of their performance. Students will also meet regularly with clinical faculty to determine their specific learning needs. At the end of the rotation, the student's progress will be evaluated by a board-style OSCE. The length of this clerkship rotation is either two weeks or four weeks.

**DO CLIN 893/993 Clinical Integration (4 credit hours)** - Students will develop their nascent critical thinking skills to use in clinical scenarios - from gathering knowledge of the patient's history and risk factors to making an informed opinion of the patient's clinical status to developing a differential diagnosis, selecting diagnostic studies, and implementing a management plan.

**DO CLIN 897FEL/938FEL Fellowship in Clinical Anatomy & OPP I (4 credit hours)** - The ACOM Anatomy/OPP fellowship is a one-year program designed to expand the educational opportunities for selected students with guided learning experiences in the areas of medical education and research and to formally train the students in medical education and begin a journey to achieve masters level experience and preparation to become excellent teachers and faculty.

**DO CLIN 899FE/939 FEL Fellowship in Clinical Anatomy & OPP II (4 credit hours)** - The ACOM Anatomy/OPP fellowship is a one-year program designed to expand the educational opportunities for selected students with guided learning experiences in the areas of medical education and research and to formally train the students in medical education and begin a journey to achieve masters level experience and preparation to become excellent teachers and faculty.

**DO CLIN 886FEL Fellowship in High-Fidelity Simulation through Patient Care I (4 credit hours)** - During the fellowship year, the student fellow will gain experience in various clinical venues. Student fellows will interact with healthcare personnel during these experiences and learn from each of them about their specific responsibilities, including providing patient care as part of the healthcare team. They will also get training in medical education, research, and clinical simulation, including participating in curricular events.

**DO CLIN 992FEL Fellowship in High-Fidelity Simulation through Patient Care II (4 credit hours)** - During the fellowship year, the student fellow will gain experience in various clinical venues. Student fellows will interact with healthcare personnel during these experiences and learn from each of them about their specific responsibilities, including providing patient care as part of the healthcare team. They will also get training in medical education, research, and clinical simulation, including participating in curricular events.

**DO CLIN 837/937 Public Health (4 credit hours)** - The purpose of this rotation is to provide the student with an overview of public health and COVID-19 pandemic health management issues. This course combines online learning with practical public health experiences, including case investigations. Students will receive a general introduction to COVID-19, pathogenesis, epidemiology, preparedness, messaging, testing/screening, handwashing/disinfection, personal protective equipment, and quarantine. This rotation is not intended to transform the student into an expert but rather to provide the student a survey of the discipline.

**DO CLIN 836/936 Medical Spanish (4 credit hours)** - The Medical Spanish clerkship rotation aims to introduce students to basic Spanish into common health encounters. Students will develop an understanding of the sociocultural beliefs and practices and their impact on health and health care among Spanish-speaking populations. This course will also show students how language-concordant health care improves health outcomes. Using an online medical Spanish training program, students will learn Spanish vocabulary and comprehension for patient encounters. Students will write patient education handouts in Spanish and will have assigned readings on Latino health and culture.

<u>Off-Cycle Clerkship Rotations</u> - If an <u>OMS-IV</u> student is accepted for an elective clerkship rotation at a training site that has a clerkship rotation schedule different from ACOM, the student must first ask if that site will accept the ACOM clerkship rotation schedule. Sites will often accommodate varying student schedules in order to recruit applicants for their residency programs. If the training site will not accommodate the ACOM clerkship rotation schedule, the Division of Clinical Sciences will review the student's request for alternate scheduling on a case-by-case basis.

**Distance Education** - Students may not complete more than eight credit hours of distance education electives over the combination of the clinical years without special permission from the Associate Dean of Clinical Sciences.

Students who choose to take these electives should schedule them strategically. Students are not allowed to take all eight credit hours during spring semester of fourth year.

For clarification, distance education electives, in this instance, refer to electives that are entirely comprised of didactic assignments and activities. If students are unsure whether a virtual experience counts toward this limit, they should contact the clinical curriculum team prior to completing the experience.

## FELLOWSHIP PROGRAMS

#### Anatomy/OPP Fellows Scholars Program

The ACOM Anatomy/OPP fellowship is a one-year program designed to expand the educational opportunities for selected students with guided learning experiences in the areas of medical education and research and to formally train the students in medical education and begin a journey to achieve masters level experience and preparation to become excellent teachers and faculty.

#### SIM Fellows Scholars Program

The ACOM SIM fellowship is a one-year program designed to expand the educational opportunities for selected students with guided learning experiences in the areas of medical education and research and to formally train the students in medical education and begin a journey to achieve masters level experience and preparation to become excellent teachers and faculty.

## ADMISSIONS REQUIREMENTS

## CITIZENSHIP

An applicant must be a U.S. citizen or permanent resident.

## MEDICAL COLLEGE ADMISSIONS TEST (MCAT)

All candidates must submit their most recent Medical College Admission Test (MCAT) scores. Scores reported within four years of the application cycle start date are preferred. Older MCATs may be considered on an individual basis. The MCAT score will serve as one component of the overall assessment of the student.

## PREREQUISITE COURSEWORK

**Required:** A high school diploma or its recognized equivalent and completion of a baccalaureate degree from a college or university accredited by an agency formally recognized by the United States Department of Education.

Students with 75% of coursework completed towards a baccalaureate degree may be considered under special circumstances and must be approved by the dean.

Specific Course Requirements	2 BIOLOGY courses w/ labs*	8 semester hours
	2 GENERAL/INORGANIC CHEMISTRY courses w/ labs*	8 semester hours
	2 ORGANIC CHEMISTRY courses w/ labs*	8 semester hours
	2 PHYSICS courses w/ labs*	8 semester hours
	2 ENGLISH courses	6 semester hours

\*Laboratory credits are required with science courses

Equivalent coursework may be considered for prerequisite courses through review and approval by the Associate Dean of Student Services.

**Recommended:** Advanced Coursework in the biological sciences is highly recommended in addition to the above prerequisite requirements. Students who, upon entering medical school, have a stronger biological sciences foundation have been shown to be more successful in their transition to medical school studies. Suggested advanced coursework includes, but is not limited to: biochemistry, cell biology, genetics, human anatomy, physiology, immunology, microbiology, neuroscience, and behavioral science.

**Foreign Coursework:** Coursework taken at foreign institutions must be evaluated for U.S. equivalence by one of the following evaluation services. An official copy must be sent from the service directly to AACOMAS. You should also have a copy sent to you for completing the AACOMAS application. Request a course-by-course evaluation and list the courses, subject codes, semester hours, and grades on the AACOMAS Academic Record or Professional School Academic Record as per the instructions. Your application will not be complete without an official evaluation. Transfer credits appearing on U.S. institutional transcripts, student copies of an evaluation, or other foreign evaluations will not be accepted. You should contact one of the following:

#### **World Education Services**

P.O. Box 5087 New York, NY 10274-5087 (212) 966-6311 <u>www.wes.org</u> Courier Address: 64 Beaver St., #146 New York, NY 10004

Josef Silny & Associates, Inc. International Educational Consultants 7101 SW 102 Avenue Miami, FL 33173 (305) 273-1616 www.jsilny.com

#### Educational Credential Evaluators, Inc.

P.O. Box 514070 Milwaukee, WI 53203-3470 (414) 289-3400 www.ece.org Courier Address: 101 W. Pleasant St., Suite 200 Milwaukee, WI 53212-3963

#### International Education Research Foundation, Inc.

P.O. Box 3665 Culver City, CA 90231-3665 (310) 258-9451 www.ierf.org American Association of Collegiate Registrars and Admissions Officers (AACRAO) Foreign Education Credential Services One Dupont Circle, NW, Suite 520 Washington, DC 20036-1135 (202) 296-3359 | www.aacrao.org/resources/AACRAO-International/about-edge

## TRANSFER POLICIES

#### TRANSFER REQUIREMENTS FOR ADMISSION

ACOM accepts qualified transfer students based on the procedures outlined below. The Admissions Committee will evaluate transfer applications.

- Transfer credits are approved only if the student is currently in good standing and is eligible for readmission to the previously attended COM or Liaison Committee on Medical Education (LCME) medical school.
- 2. Credits may be transferred only from medical schools and colleges accredited either by the AOA COCA or by the LCME.
- 3. Students requesting a transfer to ACOM from another COM must, at a minimum, complete the last two years at ACOM.
- 4. When students transfer from an LCME accredited medical school or college to a COM, at least two years of instruction must be completed with the COM. In the case of LCME transfers, the COM requirement for osteopathic manipulative medicine must be completed prior to graduation.
- The curriculum of the school from which the student is transferring must be equivalent to ACOM curriculum. Decisions about curriculum equivalence between institutions will be decided by the ACOM Curriculum Committee regardless of individual student qualifications.
- 6. First-year curriculums vary from school to school; thus, it is sometimes not feasible to transfer between the first and second year of medical school. In general, transferring into the third year of medical school is more feasible for the student. Students transferring into the third year must have passed COMLEX-USA Level I.
- 7. Transfer credits are evaluated by the curriculum committee and appropriate course directors to determine equivalency in ACOM's curriculum. Course numbers will be entered corresponding to the previous institution on the ACOM transcript with the equivalent ACOM course title listed. Grades will be listed and included in ACOM's overall GPA calculation and class rank determination.

## NEW MATRICULATE TRANSFER OF DOCTORAL CREDIT POLICY

Requests for transfer of credit for ACOM pre-clinical coursework will be considered on a case-by-case basis from student applicants with previous doctoral-level degree coursework who have been accepted to ACOM as new matriculates. The student must provide the college catalog, syllabus, and official transcripts from the college/university in which the course was originally credited to provide ACOM faculty sufficient information to decide if the course in question is equivalent to that offered in the Doctor of Osteopathic Curriculum at ACOM. The course descriptions, course content, grade, and course credit hour equivalency will be approved at the following sequential levels:

- 1. Course Director
- 2. Associate Dean of Appropriate Division
- 3. Curriculum Committee
- 4. Dean's Cabinet
- 5. Dean

For each course under consideration, a "Request for Transfer Credit" form must be completed, with the appropriate signatures, and filed with the Division of Student Services prior to the start of the class. The signed form becomes a part of your academic file at ACOM and serves as a record of your completion of those course requirements. A letter grade will be assigned to the course under recommendation and approval at all levels and

notated as a transfer credit on the transcript. The letter grade will be calculated into the GPA. If approved, the student will not be required to register for the course. Students will be encouraged to use their course time to increase their expertise in the subject matter or serve as assistants/tutors for their classmates.

## APPLICATION PROCEDURES

## AACOMAS APPLICATIONS

All applicants must apply online via the centralized application service administered by the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS). AACOMAS verifies and distributes the primary application to the osteopathic colleges designated by the student. The AACOMAS application service is available in early May, and applications are released to ACOM in mid-June.

Original transcripts should be sent directly to AACOMAS. Applicants must also release their MCAT scores (transmitted electronically) from AAMC to AACOMAS. Applicants can find the <u>application instructions</u> online and submit an application by going to <u>aacomas.aacom.org</u>.

Have questions? The AACOMAS Customer Service phone number is (617) 618-2889 and is available 9 am – 5 pm EST, Monday through Friday. The email address is aacomasinfo@liaisoncas.com.

## APPLICATION STEPS

- 1. Complete and submit the primary (AACOMAS) application. Verified applications are screened for minimum academic requirements. Selected applicants will receive an email with a link to complete an online supplemental (secondary) application.
- 2. Complete the Supplemental Application and pay the \$50 nonrefundable Supplemental Application Fee. ACOM does recognize the AACOMAS fee waiver for approved applicants.
- Submit the required letters of recommendation (evaluations). These letters can be submitted as part of the AACOMAS application process, uploaded into Interfolio, or emailed to the ACOM Office of Admissions. (Details on requirements for letters of recommendation are below.)
- 4. CASPer ONLINE ASSESSMENT (REQUIRED): Applicants who have received a request to complete the Supplemental Application must take the online CASPer assessment. CASPer is an online test to assess non-cognitive skills and interpersonal characteristics that are important for successful students and graduates of our program. CASPer complements the other tools used for applicant screening and further enhances fairness and objectivity in our selection process. Visit takecasper.com for more information.
- 5. An application file is considered complete once all required documents/assessments have been received. Completed applications are reviewed using standards set by the Admissions Committee (see Application Review Process ). This review process takes a few weeks. The Director of Admissions will send invitations to students who qualify for an on-campus or virtual interview based on these standards. Applicants selected for interviews receive an email invitation with instructions to schedule an interview.

## LETTERS OF RECOMMENDATION

Applicants must submit specific letters of recommendation. Please follow the guidelines listed below to ensure timely processing.

Applicants must submit a letter of recommendation (LOR) from a physician (DO is preferred). Letters should provide details of the applicant's exposure to patients and their ability to perform in a medical setting. It can reflect shadowing, volunteering, or work experience.

Applicants must submit one (1) pre-med advisor or committee letter that includes the names and departments of the committee members. If an advisory or committee letter is not available, two academic letters from science faculty must be submitted.

All letters should be signed and on letterhead.

Science letters must be written by college science professors who have instructed the applicant in the required science courses or recommended upper-level science courses. These letters should be on letterhead with academic credentials in the signature line. Letters should also include the course title in which the evaluator taught. Applicants should inform faculty of these requirements when requesting letters. ACOM only accepts letters from instructors of biology, chemistry, or physics.

Letters from social science (e.g., psychology, sociology, etc.) or math professors will not count toward this requirement. Letters from laboratory and research instructors will not meet the requirement.

Non-traditional students who have been out of college for more than two years and have not taken recent prerequisite or other classes must provide a letter from their immediate supervisor/employer and the required physician letter.

Letters that do not count toward completion of the admission file include: letters from relatives, spouses, clergy family friends, coaches, personal trainers, veterinarians, dentists, your family physician, or pediatrician (unless you have shadowed or worked with the physician).

## IMPORTANT DATES

May 4	AACOMAS Application Portal Opens
June 15	AACOMAS Applications are Available to ACOM
August 1	ACOM Begins Applicant Interviews
December 14	First Deposit Deadline
March 1	AACOMAS Application Deadline
April 15	Supplemental Application and Supporting Documents Deadline

## SELECTION PROCESS

## APPLICATION REVIEW

The ACOM Admissions Committee will be responsible for reviewing and assessing the completed AACOMAS and supplemental applications with required support materials. The major criteria for rating applicants are academic and non-academic achievements. Academic assessments include the Medical College Admissions Test (MCAT) scores, grades, and grade point averages.

Personal characteristics include the applicant's ability and desire to fulfill the college's commitment to the primary care and underserved needs of Alabama and the region, personal experiences with physician shadowing, patient populations, community/volunteer service, leadership positions, and honors received. Letters of recommendation play a significant role in the assessment of applicants.

Applicants who are selected for an interview will receive an email invitation with instructions and login credentials to schedule their interview date.

## **ON-CAMPUS INTERVIEW**

The on-campus or virtual interview is a critical component in making decisions about who will be admitted to ACOM. The primary purpose of the interview is to assess an applicant's interpersonal skills and how they relate to others, as well as more about their motivation for the profession. It also allows us to learn additional information about the interests and experiences of applicants and perhaps to get a sense of the likelihood that they would accept a seat if offered. The Interview Day provides the student with an overview of ACOM, including a chance to meet faculty, staff, and students and to learn more about the academic programs, clinical rotations, student services, and student life.

Applicants are invited to visit the campus in person or virtually for a formal interview with two faculty. After the interview, the Admissions Committee reviews the applicant's file along with the interviewers' comments. The Committee recommendations are reviewed and approved by the Dean of the College. Applicants are notified of their admission status within a few weeks of their interview. Notification times may vary during the application cycle.

#### MATRICULATION

Accepted applicants are required to pay a nonrefundable deposit of \$2,000. ACOM follows the suggested deposit guidelines established by AACOMAS.

- Applicants accepted prior to November 15 have until December 14 to make their deposit.
- Applicants accepted between November 15 and January 14 have 30 days to pay their deposit.
- Applicants accepted between January 15 and May 14 have 14 days to pay their deposit.
- Applicants accepted after May 15 may be asked for an immediate deposit.
- After May 15 of the year of matriculation, ACOM has the right to implement specific procedures for accepted students who hold one or more seats at other medical colleges.

Matriculation is conditional until all official transcripts are received from schools attended. ACOM can use final transcripts submitted with the AACOMAS application. All complete transcripts must be on file prior to matriculation. It is expected that all prerequisite courses, course work listed on the AACOMAS application, and baccalaureate degree requirements will be completed by July 1 of the matriculation year at ACOM.

Matriculation packets are emailed to deposited students, usually around February 1 of each year. Packets include information on how to obtain the required drug screen and background check, ordering medical equipment, health insurance, and immunization records.

ACOM requires all students to adhere to ACOM's Health and Technical Standards and Osteopathic Principles and Practice (OPP) Mandatory Course Requirements (see Student Handbook).

Note: Discovery after admission or matriculation of intentional misrepresentation or omission of any information used in the application process or omission of information relative to scholastic records or test records will subject the student to dismissal. Matriculation will be denied to applicants who have failed to maintain a good record of scholastic performance and/or personal conduct between the time of their acceptance and their matriculation at the College. The College reserves the right to deny admission to any applicant for any reason it deems sufficient.

## DEFERMENT POLICY

Accepted students seeking deferment will be considered on a case-by-case basis. A deferment requires extenuating, unexpected personal circumstances. All deferment requests must be received in writing no less than 60 days prior to beginning of orientation. Deferments are not available to applicants accepted from the Wait List.

To be considered, the student must write a letter to the Associate Dean of Student Services explaining the reasons for deferment. Only one request for a deferment will be considered.

Deferment requests should not be made to delay a decision of which medical school to attend. Application to another medical school during the deferment will result in withdrawal of the initial offer of acceptance and loss of the position at the Alabama College of Osteopathic Medicine.

All requirements, including the deposit and completion of all matriculation paperwork, must be met for a deferment request to be considered.

Deferred Admissions are granted with certain conditions:

- Written confirmation of attendance by March 1 of the year of deferment.
- Ability to perform technical standards will not have changed upon matriculation.
- All statements on your application and all other personal statements provided as part of the application process remain true and valid.
- You will have met all the requirements indicated on your application.

All documents must be addressed to:

Philip Reynolds, PhDAssociate Dean of Student Services445 Health Sciences Blvd. | Dothan, Alabama 36303

## READMISSION

## READMISSION POLICY

Students who are dismissed from ACOM are ineligible for readmission. Students who are withdrawn or suspended and eligible for readmission must complete an ACOM readmission application and meet all re-matriculation requirements. These include background checks, drug tests, documentation, and any requirements that were imposed following withdrawal or suspension.

All documents must be submitted at least 90 days in advance of the academic year during which the applicant wishes to re-enroll unless otherwise notified. Students may be subject to the degree requirements in effect at the time of readmission.

## VETERANS READMISSION POLICY

Under the Higher Education Opportunity Act of 2008 (HEOA), institutions are required to readmit an individual who left school or did not accept an offer of admission in order to perform military service with the U.S. Armed Forces. The following sections explain the eligibility and re-admission requirements of this policy.

#### ELIGIBILITY (VA)

This policy applies only to U.S. military veterans seeking readmission to the program they previously attended; it does not apply to individuals seeking admission to a different program at ACOM.

You are eligible for readmission under this provision if, during your leave, you performed or will perform voluntary or involuntary active duty service in the U.S. Armed Forces, including active duty for training and National Guard or Reserve service under federal (not state) authority, and received a discharge other than dishonorable or bad conduct. In general, the cumulative length of absence and all previous absences for military service (service time only) must not exceed five years.

#### NOTICE REQUIREMENT (VA)

If you plan to take leave for military service, you must provide oral or written notice to the Dean of Students as far in advance as is reasonable under the circumstances. Alternatively, you may submit an attestation of military service at the time of readmission that necessitated your absence from the school. No notice is required if precluded by military necessity, such as service in operations that are classified or would be compromised by such notice.

You must also provide to the Dean of Students oral or written notice of your intent to return to the school. The notice must be submitted no later than three years after the completion of the period of service. If you are recovering from a service-related injury or illness, you must notify the school no later than two years after your recovery.

A student who fails to apply for readmission within the designated time limits may not be eligible for readmission.

## TUITION AND FEES (VA)

For the first academic year in which the student returns, he or she must be readmitted with the same tuition and fee charges the student was or would have been assessed for the academic year when the student left.

## **READMISSION REQUIREMENTS (VA)**

The school must allow the student to re-enroll in the next class or classes in the same program, with the same enrollment status, number of credits, and academic standing as when he or she was last in attendance at ACOM. Students may be subject to the degree requirements in effect at the time of readmission. The student may also request a later date of admission or, if unusual circumstances require it, the institution may admit the student at a later date. If the school determines that the student is not prepared to resume the program where he or she left off, the school must make reasonable efforts at no extra cost to the student to enable the student to resume and complete the program. Such reasonable efforts include, but are not limited to, providing a refresher course and allowing the student to retake a pretest, as long as they do not place an undue hardship on the school. If reasonable efforts are unsuccessful or the school determines that there are no reasonable efforts that the school can take, the school is not required to readmit the student.

If the program to which the student was admitted is no longer offered, the student must be admitted to the program that is most similar, unless the student requests or agrees to admission to a different program.

For more information, please contact the Division of Student Services.

## GLOSSARY OF TERMS AND ACRONYMS

AA	An Affiliation Agreement is between an institution and another entity for purposes of providing an educational opportunity for students generally in a supervisory situation.
ААСОМ	The <b>American Association of Colleges of Osteopathic Medicine</b> is a non-profit organization that supports colleges of osteopathic medicine in the United States and serves as a unifying voice for osteopathic medical resources. <u>http://www.aacom.org/</u>
AAFP	The <b>American Academy of Family Physicians</b> is the national association of family doctors. <u>http://www.aafp.org</u>
AAMC	The <b>Association of American Medical Colleges</b> is a non-profit organization based in Washington, DC and established in 1876. It administers the Medical College Admission Test. The AAMC operates the American Medical College Application Service and the Electronic Residency Application Service which facilitate students applying to medical schools and residency programs, respectively. https://www.aamc.org/
ACGME	The Accreditation Council for Graduate Medical Education is responsible for the accreditation of post-MD medical training (residency) programs within the United States. http://www.acgme.org/acgmeweb/
ACLS	Advanced Cardiac Life Support.
ACOM	Alabama College of Osteopathic Medicine.
AHEC	Alabama Health Education Centers.
Allopathic Medicine	The system of medical practice that treats disease by the use of remedies which produce effects different from those produced by the disease under treatment. MDs practice allopathic medicine.
ALOMA	The <b>Alabama Osteopathic Medical Association</b> is a non-profit professional organization comprising osteopathic physicians, residents, interns, and medical students. <u>http://aloma.org/</u>
AMA	American Medical Association. <u>http://www.ama-assn.org</u>
AMEC	Alabama Medical Education Consortium. <u>http://www.amecdo.com</u>
AOA	The <b>American Osteopathic Association</b> is the main representative organization for osteopathic physicians in the United States. <u>http://www.osteopathic.org/</u>
Archival List	List of preceptors kept by the ACOM Clinical Resources department which tracks the status of all preceptors, whether active, inactive or other.

Audition Rotation	Elective clerkship rotations during the third and fourth years at sites with residency programs in which a student is interested.
BLS	Basic Life Support.
Clerkship Rotation	A 2- or 4-week period of training in clinical setting.
СМЕ	Continuing Medical Education.
СІТІ	Collaborative Institutional Training Initiative. Students use this system to obtain additional training in OSHA, HIPAA, Universal Precautions, Sterile Technique, etc.
COCA	The AOA <b>Commission on Osteopathic College Accreditation</b> serves the public by establishing, maintaining, and applying accreditation standards and procedures to ensure that academic quality and continuous quality improvement delivered by the colleges of osteopathic medicine (COMs) reflect the evolving practice of osteopathic medicine. The scope of the COCA encompasses the accreditation of COMs. <u>http://www.osteopathic.org/inside-aoa/accreditation/predoctoral%20accreditation/Pages/default.aspx</u>
СОІ	Certificate of Insurance. Refers to professional liability insurance for healthcare professionals, including medical students.
СОМАТ	Comprehensive Osteopathic Medical Achievement Test. A series of examinations designed to assess osteopathic medical students' core knowledge and elements of osteopathic principles and practice essential for pre-doctoral training. This is equivalent to shelf exams provided in MD programs.
COMLEX-USA	The Comprehensive Osteopathic Medical Licensing Examination of the United States is a three- level, national standardized licensure examination designed to assess osteopathic medical knowledge, knowledge fluency, clinical skills, and other competencies essential for practice as an osteopathic generalist physician. <u>http://www.nbome.org/exams-assessments/comlex-usa/</u> <b>Level 1</b> – Computer-based application of osteopathic medical knowledge concepts related to foundational sciences, patient presentations, and physician tasks. <b>Level 2-CE</b> – (Cognitive Examination) Computer-based application of osteopathic medical knowledge concepts related to clinical sciences, patient presentations, and physician tasks. <b>Level 2-PE</b> – (Performance Examination) Standardized patient-based assessment of fundamental clinical skills essential for osteopathic patient care. <b>Level 3</b> – Two-day computer-based application of osteopathic medical knowledge concepts related to clinical sciences, patient safety and independent practice, foundational competency domains and clinical presentations.

COMSAE	Comprehensive Osteopathic Medical Self-Assessment Examinations are used by osteopathic students and residents to assess readiness for the COMLEX-USA cognitive examination. ACOM administers these exams several times before students take COMLEX-USA Level 1.
Core Clerkship Rotations	Four weeks of clinical training in specified disciplines, which must be completed at a Core Site.
Core Site	A medical facility committed to providing sufficient resources to meet curriculum requirements for the third- and fourth-year students.
Core Site Connections	Refers to initial meetings between MEDs, CSCs, and students assigned to their core sites.
CRNA	Certified Registered Nurse Anesthetist.
CRNP	Certified Registered Nurse Practitioner.
CSC	Core Site Coordinator, who manages the day-to-day activities of students, such as preceptor assignment, evaluations, lectures and COMAT exams.
CSE	Clinical Skills Educator.
CV	Similar to a resumé, but also includes detailed and comprehensive description of academic and professional history.
Dean's Letter	See MSPE.
Didactics	Systematic instruction. Examples include lectures, readings, assignments, discussion boards, video conferences, grand rounds, and journal clubs.
Differential Diagnosis	The process of weighing the probability of one condition versus that of others, possibly accounting for a patient's situation. For example, the differential diagnosis of rhinitis (a runny nose) includes allergic rhinitis (hay fever), the abuse of nasal decongestants, and the common cold.
DIO	Designated Institutional Officer. The individual who oversees all Graduate Medical Education at an institution.
DO	Doctor of Osteopathic Medicine.
DSA	Designated Student Assignment. Consists of an independent study module created by the faculty member responsible for the session. The student is expected to complete the DSA out of class. It will be assessed using questions on the exam, quizzes, integrated sessions, and/or TBLs.

Elective Clerkship Rotations	Two or 4 weeks of clinical training in any specialty at an ACOM- approved medical facility.
EMR (EHR)	Electronic Medical Records or Electronic Health Records.
ERAS	The <b>Electronic Residency Application Service</b> is produced by AAMC to transmit residency applications, letters of recommendation, Dean's Letters, transcripts, and other supporting documents to residency program directors via the Internet. <u>https://www.aamc.org/services/eras/</u>
E*Value	Software used to manage third- and fourth-year clerkship rotations.
FERPA	The Family Educational Rights and Privacy Act of 1974. Defines the privacy rights of students in academic settings.
FOSCE	Formative Objective Structured Clinical Examination.
FQHC	Federally Qualified Health Centers are community-based health centers that provide primary and preventative care services in underserved areas regardless of ability to pay or health insurance
FREIDA	Fellow and Residency Electronic Interactive Database. FREIDA Online is a database with more than 7,800 graduate medical education programs accredited by ACGME as well as more than 200 combined specialty programs. <u>http://www.ama-assn.org/ama/pub/education-careers/graduate-medical-education/freida-online.page</u> ?
GME	Graduate Medical Education. Formal medical education that includes internship, residency, subspecialty and fellowship programs accredited by ACGME.
Grand Rounds	A formal meeting at which physicians discuss the clinical case of one or more patients. Grand rounds originated as part of residency training wherein new information was taught and clinical reasoning skills were enhanced. Grand rounds today are an integral component of medical education. They present clinical problems in medicine by focusing on current or interesting cases. They are also sometimes utilized for dissemination of new research information.
Н&Р	Shorthand for history and physical, the initial clinical evaluation and examination of the patient.
НСНСА	The <b>Houston County Health Care Authority</b> is the umbrella organization which owns ACOM and Southeast Health.
НІРАА	The Health Insurance Portability and Accountability Act of 1996 which defines the privacy rights of patients and health care information.

ICD-10	ICD-10 is the 10th revision of the International Statistical Classification of Diseases and Related Health Problems (ICD), a medical classification list by the World Health Organization (WHO). It contains codes for diseases, signs and symptoms, abnormal findings, complaints, social circumstances, and external causes of injury or diseases.
IRB	An institutional review board, also known as an independent ethics committee (IEC), ethical review board (ERB) or research ethics board (REB), is a committee that has been formally designated to approve, monitor, and review biomedical and behavioral research involving humans.
IS	Integrated Session. Presents defined material in an interactive format to demonstrate clinical significance.
IT (IS)	Information Technology (Information Systems).
Journal Club	A form of education in which a group of physicians discuss, analyze, and review a limited number of articles from medical journals, often on a weekly or monthly basis.
Learning Agreement	A document that the student and preceptor create together at the beginning of a clerkship rotation to define learning goals.
Lecture	A didactic presentation given by a faculty member, medical education director, or preceptor.
Letter of Good Standing	Official document from the school that states that a student is in good academic standing and has no issues preventing the student from starting clerkship rotations.
LoR	Letter of Recommendation.
LRC	Learning Resource Center.
The Match	The Match process is a uniform system by which residency candidates and residency programs simultaneously "match" to fill first-year and second-year post-graduate training positions accredited by ACGME. NRMP instituted and maintains The Match system.
Match Day	The date when students find out if they have matched to a residency program.
MD	Doctor of Medicine.
MED	Medical Education Director (formerly known as core site director). Manages a Core Site and its operation, as well as directing interaction with the college regarding the student performance. The required minimum qualifications are MD/DO.
MOA (MOU)	A Memorandum of Agreement (Memorandum of Understanding) is an agreement between two or more parties outlining the terms and details of an understanding, including each party's requirements and responsibilities.

MSPE	The Medical Student Performance Evaluation (formerly known as the Dean's Letter) is a comprehensive assessment of medical school performance generally through third year of medical school. Includes grade comparison graphs, class rank for top quartile students for years 1 and 2 and preceptor comments from clerkship rotations.
NBME	The <b>National Board of Medical Examiners</b> is an independent, not-for-profit organization that serves the public through its high-quality assessments of healthcare professionals. <u>http://www.nbme.org/</u>
NBOME	The <b>National Board of Osteopathic Medical Examiners</b> is the leading assessment organization for the osteopathic medical profession. Its mission is to protect the public by providing the means to assess competencies for osteopathic medicine and related health care professions. The NBOME COMLEX-USA examination series provides the pathway to licensure for osteopathic physicians in the United States. <u>http://www.nbome.org</u>
NRMP	The <b>National Resident Matching Program</b> which is a national process to match medical students and other applicants with programs to obtain internships and residencies. Applicants submit a confidential list to the NRMP ranking their desired place of residency. Participating hospitals also enter a confidential list of those most desired applicants. On a uniform date (mid-March), all of the applicants and programs are informed of the results of the match. <u>http://www.nrmp.org</u>
OMS	Osteopathic Medical Student (OMS-I, OMS-II, OMS-III, and OMS-IV)
OMM (OMT)	Osteopathic Manipulative Medicine (OMM), also known as Osteopathic Manipulative Treatment (OMT), is a core set of techniques of osteopathy and osteopathic medicine distinguishing these fields from allopathic medicine.
OON	Out of Network.
ОРР	Osteopathic Principles and Practices is the title of the course where students learn OMM (OMT).
ΟΡΤΙ	All OGME programs are part of an Osteopathic Postdoctoral Training Institution. Each OPTI is a community-based training consortium comprised of at least one college of osteopathic medicine and one hospital and may include additional hospitals and ambulatory training facilities. http://www.osteopathic.org/inside-aoa/Education/OGME-development-initiative/Pages/what-is-an-opti.aspx
OSCE	Objective Structured Clinical Examination.
OSHA	The <b>Occupational Safety and Health Administration</b> is an agency of the United States Department of Labor. OSHA's mission is to "assure safe and healthful working conditions for working men and women by setting and enforcing standards and by providing training, outreach, education and assistance." <u>https://www.osha.gov/</u>
ΡΑ	Physician Assistant.

PALS	Pediatric Advanced Life Support.
Personal Statement	Consists of information about the student's professional background, academic and clinical qualifications, how the decision was made to pursue medicine, chosen specialty, and career goals.
PCS	Primary Clinical Skills. A set of courses students complete during each term of their OMS-I and OMS-II years.
PGY	Post Graduate Year.
Preliminary Year	One-year position in a given field (e.g., Internal Medicine or Surgery), usually preceding training in another specialty.
Preceptor	A practicing physician who provides excellent learning opportunities in clinical settings and delivers quality assessments of students throughout their clinical training.
PRN	Abbreviation for pro re nata, a Latin phrase meaning "as needed."
Program Director	The individual who oversees graduate medical education in a specified discipline at a specific institution.
RC	Regional Coordinator coordinates core site development and assists core site staff in managing students' educational experiences within specified geographic regions.
Required Clerkship Rotation	Four weeks of clinical training in a specified OMS year that does not have to be completed at a core site.
ROL	Rank Order List.
SARHA	The <b>Southeast Alabama Rural Health Associates</b> is a private, non-profit corporation established in 1983 to ensure the availability of quality medical services to all residents of southeast Alabama. SARHA currently provides primary and preventive health services to the residents of Barbour, Coffee, Crenshaw, Dale, Geneva, Henry, Houston, Pike and surrounding counties. <a href="http://www.sarhaonline.com/">http://www.sarhaonline.com/</a>
SEAMED	Software used by ACOM students to access curricular information.
Shelf Exam	See COMAT or USMLE.
SIM Lab	Interactive session with either simulated "patients" or standardized patients.

Skills Lab	Skills labs provide an opportunity for students to learn and practice patient interview skills, physical examination skills, and osteopathic manipulative treatment under faculty supervision and instruction.
SOAP	The Supplemental Offer and Acceptance Program is a process for unmatched students in the NRMP match to find residency programs. <u>http://www.nrmp.org/residency/soap/</u>
SOAP note	The SOAP (i.e., subjective, objective, assessment, and plan) note is a method of documentation employed by health care providers to record notes in a patient's chart.
SPC	Student Progress Committee (an Appeal Board).
SP / SPE	Standardized Patient / Standardized Patient Educator.
Student Tracker	Document students maintain and update which lists all their anticipated clerkship rotations, beginning with Period 7 of their OMS-III year.
TBL	Team-Based Learning. Consists of sessions that must include the following components: advance preparation assignment, individual readiness assessment test (iRAT), group readiness assessment test (gRAT), application of course content, and peer evaluation (when applicable).
Transitional Year	One-year position with rotations through various disciplines (e.g. Internal Medicine, Surgery, etc.); also precedes training in other specialties.
USMLE	The <b>United States Medical Licensing Examination</b> is a three-step examination for medical licensure in the U.S. The USMLE assesses a physician's ability to apply knowledge, concepts, and principles and to demonstrate fundamental patient-centered skills that are important in health and disease and that constitute the basis of safe and effective patient care. Osteopathic students are encouraged and may be required to take the USMLE if they intend to apply for allopathic residency programs. <u>http://www.usmle.org</u>
USMLE Step 2 CK	Clinical Knowledge Exam (MD Equivalent to CE Exam).
USMLE Step 2 CS	Clinical Skills Exam (MD Equivalent to PE Exam)
VCU	Video Conferencing Unit refers to the hardware that allows for a conference between two or more participants at different sites.

VMR	A Virtual Meeting Room is an online location that can be accessed by the VCU or web browser on a computer, tablet, or smartphone for a conference between two or more participants at different sites.
Visiting	A student who is "away" from their home core site while completing clerkship rotations.
VSAS	The Visiting Student Application Service is an AAMC application designed to streamline the application process for senior "away" electives. This service requires students to submit just one application for all institutions, effectively reducing paperwork, miscommunication, and time. All COCA-accredited AACOM member colleges with rising fourth-year classes are VSAS home schools. Students in accredited schools may use VSAS to submit applications. ACOM students will have access to VSAS beginning in March of their third year. http://www.aamc.org/students/medstudents/vsas/

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The Alabama College of Osteopathic Medicine is a tobacco-free campus.

