

# ATSU

## UNIVERSITY CATALOG



Issue: 2020-21 Academic Year  
Effective June 1, 2020

A.T. STILL UNIVERSITY | ATSU

Welcome to the A.T. Still University family! It is an exciting time to be part of this dynamic, growing University, and I am pleased you have chosen to pursue your dreams with us. There is no place like ATSU. Students, faculty, staff, Board of Trustees, and communities work together to achieve outcomes only possible through extraordinary teamwork and alliances. At ATSU you will experience the benefits of rural and urban perspectives on healthcare, a commitment to whole person and whole community health, a family approach to nurturing student learning and personal growth, interprofessional experiences, and an inclusive and collaborative environment.

May your time at ATSU be filled with professional success and a great sense of accomplishment as you learn to become tomorrow's healers and healthcare leaders.

Yours in service,  
Craig M. Phelps, DO, '84  
President

P.S. Do you have an idea to make ATSU a better place to learn? Email your idea to ATSU Idea Box at [ideas@atsu.edu](mailto:ideas@atsu.edu), and I will personally respond.

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## Catalog Effective Date

The effective date of the 2020-21 Catalog is June 1, 2020.

## Academic Calendar

View the 2020-21 University academic calendar.

## Contact Us

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## Disclaimer

The A.T. Still University (ATSU) Catalog provides students with important information about policies, procedures, requirements, and services. Students are required to read, understand, and adhere to the provisions of the Catalog. An updated version of the Catalog is published each academic year. The yearly update (and any subsequent updates during the academic year) supersedes all prior editions and provides the latest rules, policies and procedures to create the most up-to-date student reference.

The provisions of the Catalog do not constitute an irrevocable contract between ATSU and its students since plans, policies, requirements, and services may be altered from time to time. Therefore, ATSU reserves the right to amend, modify, add, or delete information within the Catalog at any time without advance notice.

Students are also required to thoroughly review the University Student Handbook for important additional policies, procedures, requirements, and services.

A.T. Still University's policy prohibiting discrimination, harassment, and retaliation (ATSU Policy #90-210), may be found in its entirety within the ATSU Policies section.

The University complies with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

## ATSU Information

### Mission Statement

A.T. Still University of Health Sciences serves as a learning-centered university dedicated to preparing highly competent professionals through innovative academic programs with a commitment to continue its osteopathic heritage across all programs and focus on whole person healthcare, scholarship, community health, interprofessional education, diversity, and underserved populations.

### Tenets of Osteopathic Medicine

1. The body is a unit; the person is a unit of body, mind, and spirit;
2. The body is capable of self-regulation, self-healing, and health maintenance;
3. Structure and function are reciprocally related; and
4. Rational treatment is based upon an understanding of the basic principles of body unity, self-regulation, and the interrelationship of structure and function.
5. Application of these tenets is whole person healthcare.

### ATSU - One University, Six Schools

Established in 1892 by Andrew Taylor Still, A.T. Still University (ATSU) is the original founding institution of osteopathic healthcare. As a leading health sciences university, ATSU provides graduate and professional programs in healthcare fields at campuses in Kirksville, Missouri and Mesa, Arizona on more than 200 acres with six prestigious schools. Learning environments include residential and online medical degree opportunities as well as community-based partnerships worldwide. ATSU has more than 700 employees dedicated to its not-for-profit mission and an average annual enrollment of over 3,700 students from 35 countries. Its schools include Kirksville College of Osteopathic Medicine, Arizona School of Health Sciences, Arizona School of Dentistry & Oral Health, College of Graduate Health Studies, School of Osteopathic Medicine in Arizona, and Missouri School of Dentistry & Oral Health.

ATSU is renowned for its preeminence as a multidisciplinary healthcare educator. The University is focused on integrating the founding tenets of osteopathic medicine and the advancing knowledge of today's science. ATSU continually earns distinctions as the graduate health sciences university with best-in-class curriculum and a community outreach mission to serve the underserved. The University has a rich history of leadership in both healthcare education and correlated research.

ATSU instills in students the compassion, experience and knowledge required to address the whole person and shape healthcare in communities where needs are greatest. Inspired to influence whole person healthcare, ATSU graduates contribute to the future of integrated care while also leading with a selfless passion in the communities they serve.

### Kirksville College of Osteopathic Medicine – Kirksville, MO

The Kirksville College of Osteopathic Medicine (ATSU-KCOM), founded in 1892, is a professional and graduate institution offering the doctor of osteopathic medicine degree and the master of science degree in biomedical sciences. Since its beginning more than a century ago, ATSU-KCOM has established itself as a leader in osteopathic medical education by providing training and instruction to osteopathic physicians who practice across the country and around

the world. The College, accredited by the American Osteopathic Association and the Higher Learning Commission, takes pride in its strong curricula, outstanding faculty, clinical experiences, scientific research, service programs, and regional training programs.

ATSU-KCOM and the main campus of ATSU is located in the city of Kirksville, a community of about 20,000 residents in northeast Missouri. The campus encompasses 163 acres with 22 buildings, which includes the latest addition, the Interprofessional Education Building.

### **Arizona School of Health Sciences – Mesa, AZ**

The Arizona School of Health Sciences (ATSU-ASHS) was established in 1995 in Phoenix, AZ, and moved to the Mesa location in 2001. The school offers doctorate degree programs in athletic training, audiology, occupational therapy, medical science, and physical therapy; and masters of science degree programs in athletic training, occupational therapy, and physician assistant studies.

ATSU-ASHS provides instruction through residential, online, and blended delivery modes and clinical training for students preparing for careers and obtaining post-professional education and training in athletic training, audiology, occupational therapy, physical therapy, and physician assistant studies. Clinical training sites are utilized throughout Arizona and the United States.

### **College of Graduate Health Studies – Kirksville, MO**

The College of Graduate Health Studies (ATSU-CGHS) educates and prepares healthcare professionals with management and administrative online healthcare degrees for a variety of settings. The College's goal is to provide comprehensive and relevant online health management knowledge through superior quality, innovative online education.

Since 1999, ATSU-CGHS's distinguished online doctoral and master's programs have provided the flexibility necessary for working professionals to meet their career development goals. Curriculums reflect the most current advancements in the industry and prepare graduates to be proactive in navigating the ever-changing healthcare tide. ATSU online students also have opportunities to gain real-world clinical experience in their hometowns or in other areas of the country.

### **Arizona School of Dentistry & Oral Health – Mesa, AZ**

Arizona's first dental school, the Arizona School of Dentistry & Oral Health (ATSU-ASDOH) began addressing the nation's oral healthcare needs in 2003, offering an educational model that relies on an exceptional cadre of motivated, experienced, learning guides (mentors) for our students in both the preclinical and clinical phases of the degree program.

ATSU-ASDOH prepares caring, technologically adept dental students to become community and educational leaders serving those in need. The school offers students an experience-rich learning environment where health professionals approach patient health as part of an interdisciplinary team. The relationship of oral health to total healthcare is an essential component of the mission, teaching, and clinical experiences at ATSU-ASDOH.

### **School of Osteopathic Medicine in Arizona – Mesa, AZ**

The School of Osteopathic Medicine in Arizona's (ATSU-SOMA) inaugural class of 107 students began classes in the Fall of 2007. The school's unique curriculum and teaching methods emphasize cutting-edge technology and

individualized, active, self-directed learning; much of which occurs in community health centers located in underserved communities across the country.

ATSU-SOMA students' education in years two through four will be based at one of the 11 select Community Campuses across the country. Year two is spent in these Community Campuses in small group settings, learning additional clinical presentations, observing patient care, and gaining an understanding of the local health system and community health practices. Third- and fourth-year students will complete their clinical rotations at their Community Campuses, associated hospitals, as well as with affiliated healthcare providers and at select healthcare institutions. Osteopathic principles and practices are integrated throughout the curriculum, and the osteopathic manipulative treatment program is designed for primary care applications. This provides distinctive training in the value of healing touch in patient care.

### **Missouri School of Dentistry & Oral Health – Kirksville, MO**

The Missouri School of Dentistry & Oral Health (ATSU-MOSDOH) offers an educational model that relies on an exceptional cadre of motivated, experienced learning guides (mentors) for our students in both the preclinical and clinical phases of the degree program. In addition to the issues of oral health and the skills of dentistry, students learn from and are encouraged to become caring, community-minded healthcare providers. It is expected that graduates will be leaders in their community and managers of public, not-for-profit and private sector oral health organizations.

ATSU-MOSDOH students spend the first and second year studying the basic sciences and clinical introductions in the classroom setting and complete dental simulation exercises in the Kirksville campus simulation clinic. Third-year students work side by side with licensed dentists in our St. Louis clinic. Fourth-year rotations at community-based clinics may include experiences at a community health center, Indian Health Service clinic, and Veteran's Administration clinic. Additionally, students who do not already have either a certificate or master's degree in public health earn a Certificate in Public Health with Dental Emphasis while enrolled at ATSU-MOSDOH.

### **University Accreditation**

A.T. Still University is accredited by the Higher Learning Commission - 230 S. LaSalle Street, Suite 7-500 - Chicago, IL 60604 – [info@hlcommission.org](mailto:info@hlcommission.org) - 800.621.7440.

### **Program Accreditation**

The following agencies have accredited various programs at ATSU:

- The Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)
- The Accreditation Review Commission on Education for the Physician Assistant (ARC-PA)
- The American Board of Physical Therapy Residency and Fellowship Education (ABPTRFE)
- The Commission on Accreditation of Athletic Training Education (CAATE)
- The Commission on Accreditation in Physical Therapy Education (CAPTE)
- The Commission on Dental Accreditation (CODA)
- The Commission on Osteopathic College Accreditation (COCA) of the American Osteopathic Association (AOA)
- The Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA)
- The Council on Education for Public Health (CEPH)



## State Approvals

Degree-granting authority for ATSU-ASDOH, ATSU-ASHS, and ATSU-SOMA has been given by the Arizona State Board for Private Postsecondary Education. At the Arizona campus, if the complaint can not be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is 1740 W. Adams, Ste. 3008, Phoenix, AZ 85007, phone # 602-542-5709, website address: [www.ppse.az.gov](http://www.ppse.az.gov).

Students with complaints or concerns are encouraged to first utilize the University's internal complaint or review policies as noted in student's school section of the Catalog or University Student Handbook. If the issue cannot be resolved internally, students may also file a complaint with the appropriate state agency your current state of residence listed at <http://www.atsu.edu/about-atsu#complaint-resolution>.

A.T. Still University is an institutional participant in the National Council for State Reciprocity Agreement (NC-SARA) initiative. Our listing can be found under our main campus, A.T. Still University of Health Sciences in Missouri at <http://www.nc-sara.org/states/mo>.

## ATSU Board of Trustees

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Jonathan Cleaver, DO, '08 Kirkville, MO	Geoffrey Hoffa, DHSc, '14, MS, PA-C, '00 Phoenix, AZ
Isaac Navarro, DMD, '08, MPH Visalia, CA	

## ATSU Faculty Listing

The faculty listing will be updated in the first quarterly addendum each year.

### ATSU-ASDOH Faculty

Rawa A. Alammari, PhD, MS Assistant Professor Dent ASDOH - Dental	Max A. Almodovar, DMD Adjunct Professor Advanced Care Clinic	Morgan L. Andersen, DDS Adjunct Faculty ASDOH - Dental
Heather R. Andrew, RDH, BS Instructor Dental Hygiene ASDOH - Dental	Charles J. Arcoria, DDS, MBA Adjunct Professor ASDOH - Dental	Michelle M. Bordges, RDH Adjunct Professor Advanced Care Clinic
Jean M. Brady, MA, RDH Instructor Dental Hygiene ASDOH - Dental	Jonathan J. Brennan, MD, DMD, MPH Associate Dean Academic ASDOH - Dental	Gary P. Brigham, DDS, MSD Adjunct Professor Orthodontics - Academic
Anthony C. Caputo, DDS Adjunct Professor Advanced Care Clinic	Clark Chen, DMD Adjunct Professor ASDOH - Dental	Richard J. Cohen, DDS Assistant Professor Dent Advanced Care Clinic
Jeffrey T. Cohen, DDS Assistant Professor Dent ASDOH - Dental	Wayne Cottam, DMD, MS Vice Dean ASDOH ASDOH - Dental	Vance S. Cox, DDS Adjunct Professor Advanced Care Clinic
Joseph C. Creech, DDS Director Dental Specialty ASDOH - Dental	Russell J. Crockett, DMD Adjunct Professor ASDOH - Dental	Daniel L. Custis, DDS Adjunct Professor ASDOH - Dental
Christopher J. DeMoss, DDS Assistant Professor Dent ASDOH - Dental	Luke W. Denton, DDS Adjunct Professor ASDOH - Dental	Sandra L. DeVita, RDH, BSN Instructor Dental Hygiene ASDOH - Dental
Roberto E. DiVito, DDS, PLLC Adjunct Professor Advanced Care Clinic	Brian S. Dolberg, DDS Director Dental Specialty ASDOH - Dental	Rachel L. Duffy, DMD, MPH Instructor Dental ASDOH - Dental
Earl P. Duffy, DDS Adjunct Professor ASDOH - Dental	Janine A. Dumont, DDS Assistant Professor Dent ASDOH - Dental	MaiLy T. Duong, DMD, MPH, MAEd, FAGD, FSCD Associate Director Dental Advanced Care Clinic

Tamer A. El-Gendy, DMD, BDS, MS Director Dental Specialty ASDOH - Dental	Ryan H. Engelberg, DDS Adjunct Professor ASDOH - Dental	Robert T. Erickson, DDS, MS Director Dental Specialty ASDOH - Dental
Karen M. Fallone, RDH Instructor Dental Hygiene ASDOH - Dental	Irwin Feinberg, DDS Associate Director Dental ASDOH - Dental	Philip J. Fernandez, PhD Adjunct Professor ASDOH - Dental
Andrew E. Forman, DDS, MS Adjunct Professor Orthodontics - Academic	Barbara B. Giancola, DDS Adjunct Professor ASDOH - Dental	Patricia H. Glick, DMD Adjunct Professor ASDOH - Dental
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Victoria Troncoso, DO  
Department Chair OPP  
OPP

Norma I. Villanueva, MD, MPH  
Clinical Associate Pr IM  
Clinical Education

Rupal S. Vora, MD, FACP  
Assistant Dean SOMA Std  
SOMA

Saudamini D. Wadwekar, MD  
Assistant Professor FAM  
Clinical Science Ed

Ray A. Wagner, MD, MS, FAAP  
Chair RDME SOMA 2  
Regional Medicine RDME

Lisa D. Watts, DO  
Associate Professor DO  
Clinical Education

Christina M. Weaver, DO  
Assistant Professor Inter  
Clinical Science Ed

Kate E. Whelihan, MPH  
Instructor DO Public Heal  
Public Health

Ebony B. Whisenant, MD  
Associate Professor Inter  
Public Health

Earla J. White, PhD, MED  
Department Chair UME  
Under Grad Med Ed

William T. Wightkin, PharmD, MS  
Assistant Professor Basic  
Basic Medical Science

Gene M. Winfield, DO  
Director Family Medicine  
Clinical Science Ed

Bonnie Wong, DO  
Assistant Professor DO  
SOMA OMM Center

Robert C. Woodbury, DO  
Adjunct Assc Prof SOMA  
OPP

Wojciech M. Zawada, PhD  
Professor Basic Medical S  
Basic Medical Science

# ASDOH

ARIZONA SCHOOL OF DENTISTRY & ORAL HEALTH

Dear Students,

First, let me welcome you to what has been acknowledged as one of the most innovative dental schools in America – the Arizona School of Dentistry & Oral Health (ATSU-ASDOH).

We are committed to community service and addressing the health needs of the underserved. Our efforts to promote whole person health care in an environment of compassion and collegiality define us. You have been selected to be a valued member of the ATSU-ASDOH family because of your heart, intellect, and integrity. Please know that your pathway to success is both challenging and rewarding.

You are now members of the ATSU-ASDOH community that requires your best efforts to demonstrate professionalism through integrity, empathy, and collegiality. Your actions need to reflect the highest standard of mature ethical behavior while developing your clinical skills. Your patients, classmates, instructors, and profession expect and deserve no less.

I wish you great success. Know that we are here to help you succeed and graduate. You have the unique opportunity to be a community leader, health care provider, and proudly be an ATSU-ASDOH graduate! Do it!

Sincerely,

Robert M. Trombly, DDS, JD  
Dean, Arizona School of Dentistry & Oral Health

## About ATSU-ASDOH

### Program Accreditation

The Doctor of Dental Medicine degree program and the Certificate in Orthodontics & Dentofacial Orthopedics program are accredited by the Commission on Dental Accreditation (CODA), 211 East Chicago Avenue, Chicago, IL 60611, Phone: 800.621.8099.

### State Licensing

Please see the State Licensing section under About ATSU for information related to degree-granting authority by The Arizona State Board for Private Postsecondary Education and A.T. Still University's participation in nc-SARA.

### Vision, Mission and Core Values

#### Vision

ATSU-ASDOH aspires to be a leader in transforming dental education to improve the health of all communities through service, integrative whole person care and scientific inquiry.

#### Mission

Educate compassionate community-minded oral health providers to lead the profession.

#### Core Values

- Public Health Principles and Practice
- Respectful and Collegial Environment
- Commitment to Social Mission
- Learner Centered Education and Patient Centered Care
- Diversity and Inclusion
- Innovation
- Integrity
- Life Balance
- Lifelong Learning

### Contact ATSU-ASDOH

A.T. Still University – Arizona School of  
Dentistry & Oral Health  
5850 E. Still Circle  
Mesa, AZ 85206  
[www.atsu.edu/asdoh](http://www.atsu.edu/asdoh)

Robert M. Trombly, DDS, JD  
Dean  
480.248.8105  
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Mindy Motahari, DMD, MEd, '08 Assistant Dean for Comprehensive Care mmotahari@atsu.edu	Jonny Brennan, MD, DMD, MPH Associate Dean, Innovation and Curriculum 480.265.8012 jjbrennan@atsu.edu
Colleen Reidhead, MBA Director, Business Operations 480.219.6183 creidhead@atsu.edu	Monica Nenad, DHSc, CHES Director of Faculty Development, Accreditation, and Continuing Dental Education 480.219.6086 mnenad@atsu.edu
Maureen Perry, DDS, MPA, MAEd Associate Dean, Advanced Education & Strategic Partnerships Director, The Center for Advanced Oral Health 480.248.8120 mperry@atsu.edu	Ann Spolarich, PhD, RDH Director of Research 480.248.8153 aspolarich@atsu.edu
Azra Baab Associate Director for ASDOH Admissions 480.219.6085 abaab@atsu.edu	Michele Fiore Executive Assistant to the Dean and Vice Dean 480.219.6140 mfiore@atsu.edu
Marcia Arbizu Director, Integrated Community Service Partnerships 480.219.6099 marbizu@atsu.edu	

## ATSU-ASDOH School Policies

### Grading

ATSU-ASDOH programs adhere to the University grading scale. See 'Grading' under the ATSU Policies section for more information.

## Doctor of Dental Medicine Program

### Length of Program

The ATSU-ASDOH DMD program is a four-year residential program comprised of 266.5 credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee	Equipment Lab Fee
Class of 2024, year 1	\$82,032.00	\$1,150.00	\$10,730.00
Class of 2023, year 2	\$82,032.00	\$1,150.00	\$11,044.00
Class of 2022, year 3	\$82,032.00	\$1,150.00	\$7,600.00
Class of 2021, year 4	\$82,032.00	\$1,150.00	\$7,840.00

### Admissions

#### Application Process

ATSU-ASDOH participates in the Associated American Dental Schools Application Service (AADSAS). AADSAS takes no part in the evaluation, selection, or rejection of applicants. Applications may be obtained at [www.adea.org/aadsasapp/](http://www.adea.org/aadsasapp/). Application questions should be directed to customer service representatives at 800.353.2237 or via e-mail at [csraadsas@adea.org](mailto:csraadsas@adea.org). Applications must be submitted by November 15.

Applicants meeting the minimum GPA requirements will be sent instructions to complete an online secondary application with a January 15 deadline.

#### Admission Requirements

Applicants for admission to the first-year DMD class must meet the following requirements prior to matriculation.

1. Applicants must have a minimum cumulative and science grade point average of 2.50 on a four-point scale (3.0 minimum recommended). The overall and science GPA, the school(s) attended, and the rigor of the academic course load are all assessed on an individual basis.
2. A formal minimum of three years college or university coursework from a regionally accredited school in the United States only (90 semester hours or 135 quarter hours). A baccalaureate degree from a regionally accredited institution is preferred.

3. All prerequisite courses must be completed prior to matriculation and must have been completed from a regionally accredited U.S. institution. It is highly recommended that science prerequisite courses be taken within 5 years of applying, and prerequisite credits for AP or CLEP tests are no longer being accepted.
  - General Biology – one year lecture and lab, minimum of 8 semester hours/12 quarter hours (zoology or microbiology are acceptable alternatives)\*
  - General Chemistry – one year lecture and lab, minimum of 8 semester hours/12 quarter hours\*
  - Organic Chemistry – one year lecture and lab, minimum of 8 semester hours/12 quarter hours\*
  - Human Physiology – 3 semester hours/4 quarter hours\*
  - Biochemistry – 3 semester hours/4 quarter hours – upper division\*
  - Physics (Algebra-based) – one year of lecture and lab, minimum of 8 semester hours/12 quarter hours\*
  - Anatomy – 3 semester hours/4 quarter hours\*
  - English Composition/Technical Writing – minimum of 3 semester hours/4 quarter hours
4. Matriculants are required to submit official transcripts from all colleges and universities attended by the date of matriculation. The final transcript confirming the required amount of coursework or undergraduate degree must be submitted by the date of matriculation.
  - Individuals who have a reason acceptable to the University for submitting transcripts after the due date (i.e., late accepts or delays by sending institutions) must submit a letter from their professor stating satisfactory completion of the course with a passing grade to ATSU-ASDOH admissions and their official transcripts to Enrollment Services by the first day of the second week of classes.
  - Applicants who have graduated from a foreign college or university must submit acceptable evidence of U.S. degree/course equivalency. Applicants must have foreign transcripts evaluated by a foreign evaluation service.

World Education Services Inc. P.O. Box 745 Old Chelsea Station New York, NY 10113-0745 212.966.6311 www.wes.org	Foreign Consultants, Inc. Credential Evaluation Services 3000 Dundee Road, Suite 209 Northbrook, IL 60062 773.761.0000 www.foreignconsultants.com
GCE, Inc. PO Box 9203 College Station TX 77842 1.800.707.0979 www.gcevaluators.com	Educational Credential Evaluators Inc. P.O. Box 514070 Milwaukee, WI 53203-3470 414.289.3400 www.ece.org
5. All applicants are required to take the US Dental Admissions Test (DAT) and submit their scores via the AADSAS site on or before December 1 of the application year. No scores older than three years from the application date will be accepted.
6. Applicants must provide a minimum of three (3) letters of recommendation. One letter must be from a Science Faculty or Committee Member, one from a Dentist and one from a Community Service Supervisor. The letter from the Community Service Supervisor must be from a broad-based volunteer community service project in which the applicant was involved but not paid.
7. ATSU-ASDOH and many of its clinical affiliations require criminal background checks on matriculants and students to ensure the safety of patients and employees. The checks are conducted by a vendor selected by ATSU. The student will pay the cost of the criminal background check directly to the vendor. Failure to

comply with this mandate will result in denial to matriculate. A matriculant with a positive criminal background screen will be reviewed.

8. Matriculants will meet the minimum technology specifications found at:  
<https://its.atsu.edu/knowledgebase/asdoh-technology-requirements/>

\*Highly recommended that science prerequisite courses be taken within 5 years of applying.

\*No longer allowing prerequisite credits for AP and CLEP (starting with the 2016-2017 application cycle).

## Transfer Student Admission

ATSU-ASDOH will consider transfer students on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## Transfer Credit

ATSU-ASDOH will consider transfer credit on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## Advanced Standing Admission

ATSU-ASDOH will consider advanced standing on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## International Student Admissions

International students applying for admission to the DMD program must be a U.S. citizen or permanent U.S. resident. ATSU-ASDOH is approved to offer F-1 student visas. In addition to meeting all the general requirements for admission, applicants must:

- Be proficient in the English language, both written and spoken is required. Written and spoken proficiency in the English language may be demonstrated by one of the following options:
  - Option 1: English is your first language.
  - Option 2: You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL).
    - Registration information may be found by contacting ETS - TOEFL iBT Registration Office, P.O. Box 6151, Princeton, NJ 08541-6151, Phone: 877.468.6335; or visit [www.ets.org/toefl](http://www.ets.org/toefl)
- All prerequisite coursework must have been completed from a regionally accredited U.S. institution.
- Credit for advanced standing will not be given for any work completed in foreign graduate or medical schools. All students must apply for first-year status.
- International students must have permanent residency status (green card) to be eligible to receive any type of federal financial assistance.
- F-1 Visa students not having permanent residency status must provide written proof of the ability to finance their dental education prior to matriculation.

International students seeking to enter a program of study at ATSU-ASDOH must obtain an appropriate visa issued by the U.S. Government. ATSU-ASDOH is approved to issue a U.S. Department of Homeland Security Form I-20. Upon receiving the completed Form I-20 from ATSU, you will be able to apply for an F-1 student visa. Please contact



Enrollment Services for more information at [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu), by phone at 660.626.2019, or visit <https://www.atstu.edu/department-of-student-affairs/enrollment-services/my-academics#f1-student-visa>.

## **Selection of Applicants**

The Admissions Committee seeks those individuals capable of meeting the academic standards of ATSU-ASDOH and its program. Completed applications, in compliance with minimum admission requirements are reviewed on the quality of academic performance, clinical exposure, extracurricular activities, work and life experiences, interest in dentistry and oral health, and recommendations. Applicants are evaluated on academic course work, performance on the DAT, AADSAS essay, letters of evaluation, and interviews. Demonstrated community service through volunteerism or service-oriented employment is preferred.

Personal interviews may be offered to those applicants who rank among the highest in evaluation of all admission criteria. The Admissions Committee reserves the right to accept, reject, or defer any application.

Students sent a letter of acceptance are granted a specified time period to notify ATSU-ASDOH of their intention to enroll. Accepted students must submit the following to Admissions prior to matriculation.

1. Signed admission agreement
2. Non-refundable deposits
3. Copies of official transcripts from every institution attended
4. Immunization record
5. Criminal background check through the University approved vendor
6. Proof of health insurance form

Admission after acceptance is also subject to the satisfactory completion of all academic requirements.

## **Minimal Technical Standards for Admission and Matriculation**

### **Statement of Diversity and Inclusion**

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

### **Categories of Technical Standards**

The holder of a Doctor of Dental Medicine degree must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to carry out the activities described below, candidates for a degree in dentistry must be able to consistently, quickly, and accurately integrate, analyze, and synthesize data. Students must possess at a minimum, the following abilities and skills: observation; communication; motor; sensory; strength and mobility; intellectual; conceptual; integrative and quantitative; and behavioral and

social. These abilities and skills comprise the categories of ATSU-ASDOH's Minimum Technical Standards for Admission and Matriculation and are defined as follows:

1. Observation: Candidates and students must have sufficient vision to be able to observe demonstrations, experiments, and laboratory exercises in the basic and clinical sciences. They must be able to observe patient accurately at a distance and up close.
2. Communication: Candidates and students should be able to speak, hear, and observe patients in the English language in order to elicit information; examine and treat patients; describe changes in mood, activity, and posture; and perceive nonverbal communication. They must be able to communicate effectively and sensitively with patients. Communication includes not only speech but also reading and writing. They must also be able to communicate effectively and efficiently in oral and written form with all members of the healthcare team.
3. Motor: Candidates and students should have sufficient motor functions to execute movements required to provide clinical care. Such actions require coordination of both gross and fine motor movements, equilibrium, and functional use of the senses of touch and vision.
4. Sensory: Candidates and students need enhanced sensory skills such as tactile discrimination and proprioception.
5. Strength and mobility: The provision of clinical treatment requires sufficient strength and mobility to maintain appropriate posture either sitting or standing for up to eight (8) hours per day.
6. Visual integration: Adequate visual capabilities are necessary for proper evaluation and treatment integration, including the assessment of hard and soft tissues, symmetry and range of motion.
7. Intellectual, conceptual, integrative, and quantitative: These abilities include measurement, calculation, reasoning, analysis, and synthesis. Problem solving, the critical skill demanded of health professionals, requires all of these intellectual abilities. In addition, candidates and students should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.
8. Behavioral and social: Candidates and students must possess and display the following: a) emotional health required for full utilization of their intellectual abilities, b) the exercise of good judgment, c) the prompt completion of all responsibilities attendant to the didactic, preclinical and clinical coursework within the program as well as to the diagnosis and care of patients, and d) the development of mature, sensitive, ethical and effective relationships with peers, faculty, staff and patients. Candidates and students must be able to: a) tolerate physically and mentally taxing workloads, b) adapt to changing environments, display flexibility, and c) learn to function in the face of uncertainties inherent in the rigors of this academic professional program; in dealings with peers, faculty, and staff; and in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, empathy, and motivation are all personal qualities that will be assessed during the admission and educational processes.

### Additional Information

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

Any actions taken by ATSU-ASDOH do not apply to clinical or licensure exams not administered by the School or University.

### Applying for Academic Adjustments

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments, or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

## Auditing a Module

Only one module per academic term may be audited by any one student. Students who audit a module are expected to attend classes on a regular basis. Successful completion of an audited module will be determined by the instructor and recorded on the student's transcript as an AU (audit). No letter grade or credit will be awarded for an audited module, and an audited module may not be changed to a module for credit or vice versa.

No tuition is charged for audited courses by currently enrolled ATSU-ASDOH students.

To be considered for auditing a module, the individual must be enrolled in an ATSU-ASDOH graduate or post-graduate program. Eligibility to audit a module is at the sole discretion of the ATSU-ASDOH administration. Requests to audit an ATSU-ASDOH module should go to the appropriate associate dean and must be approved in writing after consultation with the appropriate faculty member(s).

Individuals approved to audit a module will be notified in writing along with the specific module dates and be required to pay the associated fee.

## Non-ATSU-ASDOH Course:

Requests to audit another ATSU course outside of the dental school should go to the chair of the program under which the course is offered. Requests to audit a course must be approved in writing by an ATSU-ASDOH associate dean.

## Grading

ATSU-ASDOH programs adhere to the University grading scale. Doctor of Dental Medicine program students earn a pass/fail grade for each course. Students do not earn grades for courses. Each course is linked to the 30 ATSU-ASDOH competencies that must be attained prior to graduation. See 'Grading' under the ATSU Policies section for more information.

## Grading Criteria

Faculty are encouraged to use evaluation criteria, when possible, that is based on multiple methods such as examinations, quizzes, papers, projects, presentations, case studies and/or a final examination. Each course should have both formative and summative evaluation methods.

- A single assessment generally will not be worth more than 40% of the grading criteria with the exception of certain courses.
- Except for examinations and quizzes, each assessment method must have a grading criteria matrix (e.g., a grading rubric) established at the time the students are notified of the assignment.
- Mastery of course material shall be recorded as raw scores (e.g., not adjusted or graded on a bell curve).

- ATSU-ASDOH's protocol dictates that the statistical scoring method of curving (also known as grading on a curve or bell curving) will NOT be applied during calculation to yield a predetermined distribution of grades. Furthermore, ATSU-ASDOH does not round individual assessment scores or final grades.

For clinical grading, refer to the Clinical Competency Guidebook and syllabus.

Students earning a 74.9% or below will be required to remediate course content and will receive an "F". When students successfully complete the remediation process with a 75% or higher, the grade of "F" will be changed to a "RP".

If the student does not successfully complete remediation in accordance with the school policies, the grade of "F" will remain. The student must then retake the course at the student's own expense. This fee is determined by the Finance Office and is based upon a per credit equation.

### Grading Criteria for Pass/Fail Courses

Grade	Value
P	Pass – an average of 75.0% or better on individual modules within a course
F	Fail – an average of 74.9% or lower on individual modules within a course
I	Incomplete – Extenuating Circumstances

#### *Failing (F) Grade*

Students earning a calculated score of 74.9% or below and fail (F) an individual module within a course will be required to remediate the module. If the remediation process is successfully completed, the final grade in the course will be submitted to the registrar at the conclusion of the semester as a Remediated Pass (RP). If the remediation process is unsuccessfully completed, the final grade in the course will be submitted to the registrar at the conclusion of the semester as a Fail (F) and the student will need to retake the course at their own expense.

#### *Incomplete (I) Grade*

At the discretion of the course director, a course final grade of "I" may be temporarily recorded on a student's transcript should they experience extenuating circumstances that prevent them from completing an individual module(s) within a course. The student and course director must sign an Incomplete Agreement Form that specifically outlines module requirements and the specified amount of time in which requirements must be completed in order to receive course credit. The student may need to retake the course when it is offered again during the next academic year or as determined by the course director. Copies of the signed agreement will be placed in a student's file that resides in Enrollment Services and with the course director. Once all course requirements are successfully completed and at the conclusion of the semester, the student's "I" grade will be replaced with a "P" grade as earned in the individual module and course.

At the conclusion of the semester, a Record of Grade Change will be forwarded to Enrollment Services. If the work was not finished within the period of time specified in the agreement, the final individual module grade and final course grade will become an "F". Students earning an "F" for a course will be required to repeat the course prior to graduation. The "F" as well as the retake grade will remain on their transcript. The student must then retake the course at the student's own expense. This fee is determined by the Finance Office and is based upon a per credit equation.

## Remediation Process

All students earning a 74.9% or below in an individual module within a course (unless requesting a grade of incomplete) will be officially notified by their Course Director via email. Students earning a 74.9% or below are automatically required to participate in the remediation process and will receive an "F" grade for the individual module and will be placed on Academic Caution. The Course Director will work in conjunction with the course instructor to create a Remediation Plan unique to that student's individual needs.

At the discretion of the Course Director, students may be scheduled to complete the remediation process during student breaks, holidays, or any other dates in which the University is open for business. This may include administering assessments during Fall Break, Thanksgiving Break, Winter Break, Spring Break, and/or Summer Break. Students will always be notified in advance of their remediation schedule.

To successfully complete and pass the remediation process, students must receive an equivalent of a 75.0% or higher on their Remediation Plan. Remediation Plans may include additional assignments, examinations, quizzes, case studies, projects, oral or slide presentations and/or typed papers and are determined at the discretion of the instructor. Remediation Plan assessments should provide an opportunity for students to demonstrate comprehension of the module content and be directed toward the content areas within the course in which the student was deficient. It is the responsibility of the student to ensure they have met and passed all requirements outlined in their Remediation Plan by the determined deadlines.

The student must fulfill all the requirements outlined in the remediation plan within 60 days of not passing the module. The course director has the discretion to extend the remediation period if needed.

Students who successfully complete the remediation process with a grade of 75.0% or higher will receive a final grade of "RP" for the course. If all module remediation requirements are not successfully completed in accordance with school policies, the final individual module grade will remain an "F" and a final course grade of "F" will be recorded on the student's transcript. The student will be placed on academic probation and must then retake the course at the student's own expense. Students will be notified by the Finance Office in regards to their fee.

Students who fail when retaking a course will be referred to the Academic Progress Committee (APC) and/or may be recommended for dismissal. Students may be allowed to repeat up to two courses while in dental school. Students required to retake a third course may be recommended for dismissal.

## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described under the DMD program. Additional guidelines regarding academic appeals, including grade appeals, promotion, and/or dismissal appeals will be found within the ATSU Policies section, Academic Appeals policy.

## Academic Progress Committee

### Academic Progress Oversight Committee (APC)

Purpose: To assess, monitor, and facilitate the academic progress and success of students in a manner which includes the input of didactic and clinical faculty, as well as administration. The Academic Progress Committee (APC) is charged with monitoring the student's overall performance and progress towards attainment of competency. This includes the ability of the student to learn and integrate knowledge, experiences, critical thinking and problem-solving

skills, communication skills, professionalism, ethical values, and technical clinical skills while caring for their patients and their communities.

Inherent in the assessment of student progress and student success is the assessment of a student's professional behavior. The profession of dentistry demands the utmost in professionalism, as dentists are required to serve others by respectfully treating patients and providing them with the best care; working humanely, attentively, and efficiently with staff; managing resources wisely; and representing the profession to the public. The many facets of professionalism include respecting others (e.g., colleagues, classmates, faculty, administration and patients); maintaining high ethical standards and unwavering integrity; and, accepting instruction. Professionalism is observed in a person's work habits, their time management skills, their attire, and adherence to rules and procedures.

### *Academic Progress Committee Charge*

1. Establish academic policy and procedure for the ATSU-ASDOH predoctoral dental education program consistent with those established by A.T. Still University.
2. Review the academic performance of all predoctoral dental students.
3. To make determinations on a student's academic standing and ability to meet technical standards consistent with the policies of A.T. Still University and ATSU-ASDOH.
4. To set conditions of progression in the program for students, including but not limited to:
  - a. Students who have demonstrated outstanding progress and abilities;
  - b. Students in current or potential academic difficulty;
  - c. Students who may not meet the ATSU-ASDOH Technical Standards;
  - d. Students who may lack fitness for the profession.
5. Potential committee determinations include, but are not limited to:
  - a. Recognition of outstanding achievement (e.g.: honors) and/or recommendations for advanced curricular opportunities;
  - b. Progression without restriction;
  - c. Progression with status of academic caution, probation, or modification/extension of program;
  - d. Progression with conditions, which may include but are not limited to: meeting with designated faculty on a scheduled basis; restriction or suspension of clinical privileges; an individualized education plan (IEP) which may include remedial didactic, simulation or clinical activities; delayed placement on ICSP rotations; professional counseling; completion of anger management course; obtaining a medical, psychological examination; or, other conditions believed by the APC to assist the student in successfully progressing through the program;
  - e. Recommendation to the Dean regarding:
    1. Graduation;
    2. Repetition of an academic year;
    3. Dismissal with the option to withdraw;
    4. Dismissal;
    5. Leave of absence.
6. When requested by the Dean, conduct an investigation to determine if charges that a student violated the ATSU Code of Academic Conduct or the Code of Behavioral Standards have merit and/or if they can be disposed of administratively by mutual consent of the parties involved.

### *Meetings*

The APC meets as necessary to fulfill its charge as determined by the Chair. It is anticipated at least once to review student progress during the semester and once to review student progress as of the end of the semester.

## Composition

Ex-Officio Members (Voting) include the Associate Dean, Academic Assessment (Chair), Vice Dean, Associate Dean, Patient Care & Clinic Education, Associate Dean, Pre-Clinical Education & Simulation Clinic Operations, and the Assistant Dean, Comprehensive Care. Ex-Officio Members (Non-Voting) include the Associate Vice President of Student Affairs. Faculty members appointed annually by the Dean, limit of 6 consecutive 1-year terms (Voting), Two D3/D4 Clinical Faculty - CCU and Specialty Representative, and Two D1/D2 Faculty - Biomedical Sciences and Pre-Clinical.

## Quorum

A quorum is established when a simple majority of the voting members, or their designees, are present at the meeting.

## Protocol & Procedure

Recommendations to the Dean for Student Dismissal, Withdrawal, Repetition of the Year or Leave of Absence: If the APC is considering recommending to the Dean that a student to be dismissed, withdraw, repeat a year, or take a leave of absence, the APC must notify the student and schedule a meeting to allow the student the opportunity to present significant information relative to the recommendation under consideration, which the committee may not otherwise possess. It should be noted that the purpose of the meeting is not to appeal any decisions (as the decision would not be made), nor is it a forum to appeal a grade or assessment. If the student chooses not to meet with the committee as scheduled, the committee may proceed with deliberation and notify the Dean of a final recommendation as appropriate.

Relationship to the Academic Progress Committee (APC): The Chairs of the D1/D2 and D3/D4 Student Success Committees (SSC) will meet with the Chair of the APC within one week after each SSC meeting. At this meeting, the chairs will determine any student issues that should be brought to the APC for discussion or action.

## D1/D2 Student Success Committee (D1/D2 SSC)

The charge of the D1/D2 Student Success Committee is to support each course instructor/director as they facilitate the academic success of their students. This committee is tasked with assessing student progress through the DS1/DS2 years. All students will be assessed regarding academic progress for the current semester according to criteria as published in each course syllabi. The D1/D2 SSC will provide a venue for feedback, discussion, and advisement related to student academic progress based on collective input from the wide variety of faculty interactions in the ATSU-ASDOH program. This may include, but is not limited to, recommendations to the Associate Dean for Pre-Clinical Education and Simulation Clinic Operations regarding:

1. Enrichment, advanced, or alternative opportunities for students who have shown outstanding abilities.
2. Student participation in research or other elective experiences.
3. Support activities or experiences for students who are at risk of failing a course.
4. Support activities or experiences for students who need improvement in one or more of the six ATSU-ASDOH Competency Domains (i.e., Foundation Knowledge; Professionalism and Leadership; Patient Management; Critical Thinking; Technical Clinical Skills; Self Assessment).
5. Development of formal Individualized Education Plans (IEPs).
6. Development of formal IEP as requested by the Associate Dean for Academic Assessment for integration of students with advanced standing (e.g., transfer students) into the clinic.
7. Refer specific student discussions to the chair of the APC for further action as appropriate.

## Composition

Ex-Officio Members (Voting) include the Chair, Associate Dean, Pre-Clinical Education and Simulation Clinic Operations, and the Assistant Dean, Comprehensive Care. Ex-Officio Members (Non-Voting) include the Associate Dean for Academic Assessment, and the Associate Dean for Patient Care & Clinic Education. Faculty Members Appointed by the Dean Annually (Voting) include five faculty members who are serving/have served as a course instructor in the D1 or D2 year whenever practical, including at least one faculty member who is responsible for the clinical sciences curriculum and at least one who is responsible for the biomedical sciences curriculum.

## Meetings

At least two meetings per semester will be scheduled by the Chair, which may be reflected on the academic calendar to review student progress during the semester and at/near the end of the semester. Other faculty members may be invited to participate in D1/D2 SSC discussions and provide feedback on student progress as determined by the Chair.

## Relationship to the Academic Progress Committee (APC)

The Chair of the D1/D2 SSC meets with the Chair of the APC within one week after each SSC meeting. At this meeting, the chairs will determine any student issues that should be brought to the APC for discussion or action.

## D3/D4 Student Success Committee (D3/D4 SSC)

The ATSU-ASDOH clinic education system is designed to provide each student with a wide variety of clinical educational experiences to develop the knowledge, skills and values expected of graduate general dentists. During their clinical training, students work in their Comprehensive Care Units (CCU), where they collaborate to provide comprehensive care for their assigned patients working with their CCU Director and a variety of faculty members. Students also participate in several internal rotations to gain clinical experiences in specific dental disciplines and in the management of diverse patient populations. During Integrated Community Service Partnership (ICSP) rotations, students immerse themselves in different cultures and socioeconomic environments, providing preventive, restorative, and surgical oral healthcare in community clinics in underserved areas.

With the support of the Assistant Dean for Comprehensive Care, each CCU Director works with their assigned students to manage the scope of clinical educational experiences and monitor the student's overall performance and progress towards attainment of competency. A key responsibility for CCU Directors is to facilitate each student's ability to self-assess and to develop their individual education goals throughout their clinical program. This includes goals related to the ability of the student to learn and integrate knowledge, experiences, critical thinking and problem-solving skills, communication skills, professionalism, ethical values, and technical clinical skills while caring for their patients and their communities.

The charge of the D3/D4 Student Success Committee (SSC) is to support each CCU Director as they facilitate the academic success of their students. This committee will be tasked with assessing student progress through the DS3/DS4 clinic years. All students will be assessed regarding clinical progress for the current semester. Faculty will evaluate clinic progress according to the clinic syllabus and Clinical Education Manual. The D3/D4 SSC will provide a venue for feedback, discussion, and advisement related to student clinical progress based on collective input from the wide variety of faculty interactions in the ATSU-ASDOH Clinical program. This may include, but is not limited to, recommendations to the Associate Dean of Patient Care and Clinic Education regarding:

1. Enrichment, advanced, or alternative clinical opportunities for students who have shown outstanding abilities.



2. Student participation in ICSP rotations.
3. Support activities or experiences for students who are at risk of failing a course.
4. Support activities or experiences for students who need improvement in one or more of the six ATSU-ASDOH Competency Domains (i.e., Foundation Knowledge; Professionalism and Leadership; Patient Management; Critical Thinking; Technical Clinical Skills; Self Assessment).
5. Development of formal Individualized Education Plans (IEPs) as requested by CCU Directors, the Assistant Dean for Comprehensive Care, or the Academic Progress Committee (APC).
6. Development of formal IEP, as requested by the Associate Dean for Academic Assessment for integration of students with advanced standing (e.g., transfer students, GOHLD program) into the clinic.
7. Refer specific student discussions to the chair of the APC Committee for further action as appropriate.

### *Composition*

Voting Members include the Chair: Associate Dean, Patient Care and Clinic Education, Assistant Dean, Comprehensive Care, CCU Directors: All CCU Directors who have responsibility for assigned students, Discipline Clinic Directors: Emergency/Oral Medicine, Endodontics, Non Surgical Periodontics, Oral Radiology, Oral and Maxillofacial Surgery, Pediatric Dentistry, Periodontics, Prosthodontics, and Special Needs (SNCU), ICSP Representative, and a Behavioral Sciences Representative. Non-Voting Member(s) include the Associate Dean, Pre-Clinical Education & Simulation Clinic Operations.

### *Meetings*

At least two meetings per semester will be scheduled by the Chair, which may be reflected on the clinic calendar to review student progress during the semester and at/near the end of the semester. Whenever practical, meetings will be placed in the clinic rotations so that all clinical faculty members will be able and expected to attend or designate the appropriate proxy. All student evaluations will be collected by CCU Directors from adjunct faculty prior to the meeting to facilitate discussion. Other faculty members may be invited to participate in D3/D4 SSC discussions and provide feedback on student progress as determined by the Chair.

### *Relationship to the Academic Progress Committee (APC)*

The Chair of the D3/D4 SSC meets with the Chair of the APC within one week after each SSC meeting. At this meeting, the chairs will determine any student issues that should be brought to the APC for discussion or action.

## **Caution and Probation Policy**

**Purpose:** The purpose of the status of Caution and Probation is to identify and provide appropriate support to dental students who are not making adequate academic progress and/or demonstrating the professional conduct required to matriculate through the DMD degree program in a timely manner.

Students who have been designated with the status of Caution or Probation by the appropriate ASDOH Academic Progress Committee (APC) or Student Success Committee\* may be directed to available support services including counseling, tutorial assistance, special scheduling, and/or other activities that may help the student improve academic performance or professional behavior. Support strategies and measurable performance/behavior goals for the student may be summarized in an Individualized Education Plan (IEP) established by committee or assigned ASDOH faculty member.

Students who are not successful in the completion of an IEP, fail to adequately progress or complete the academic or clinical portion of the program, or violate the University Academic Code of Conduct or University Code of Behavioral Standards may be subject to repetition of one or more semesters, or be dismissed from the program.

\* ASDOH student progress is monitored by the D1/D2 Student Success Committee, the D3/D4 Student Success Committee, and the Academic Progress Committee.

### Definitions

**Caution** – Caution is a status designated by the APC or appropriate Student Success Committee which serves to notify the student that they have been identified by the faculty as being at risk to successfully complete and graduate from the DMD program with their class. The student will be informed in writing of the rationale for the faculty's concerns which may include issues regarding the student's academic performance, behavior, conduct, and/or professionalism. Students who have received a notice of Caution are considered to be in "good standing" within the DMD program and notice of Caution is not reported to University Enrollment Services, nor is the status of Caution recorded in the student's official transcript. This notice is provided to assist the student with information and strategies on how to remain in "good standing" and matriculate through DMD program as planned, and to avoid progressing to the status of Probation, repetition of all or part of an academic year, and/or dismissal from the program.

**Probation** – Probation is a status designated by the APC and serves as a warning that the dental student's academic performance or professionalism falls below the School's and University's criteria for "good standing" and therefore is reported to the University Offices of Enrollment Services and Student Affairs. Placing a student on Probation is not intended to be a punitive action, but rather reflects a serious and significant concern of the faculty, providing official acknowledgement that the student is in jeopardy of repetition of all or part of the academic year, or being dismissed if the issue at hand is not corrected. Students on Probation are expected to take steps to improve, which may include the development and successful completion of an Individualized Education Plan (IEP). Students on Probation may be required to meet regularly with support personnel including but not limited to support staff, counselors, faculty and/or administrators. Students on Probation are ineligible to participate in co-curricular and other School and University activities which require academic "good standing" as noted below in this policy.

(College Parents of America, 2009, November 29). What to Do If Your College Student Is on Academic Probation. Retrieved from <http://collegeparents.org/2009/11/29/what-do-if-your-college-student-academic-probation/>

**Repetition of One or More Semesters** – A student who is unable to remain in "good standing" and/or fails to demonstrate adequate academic progress as determined by the Academic Progress Committee (APC) may be required to repeat one or more semesters and/or be required to participate in a modified/extended program curriculum.

**Dismissal** – Dismissal of a student occurs when the student is dismissed from the program by the Dean on an involuntary basis due to serious academic or behavioral issues as determined by the APC and is no longer enrolled in the DMD degree program.

**Dismissal with the Option to Withdraw** – Dismissal with the option to withdraw may be recommended by the APC or Dean to provide the student with a limited opportunity to voluntarily withdraw from the DMD program rather than being subject to involuntary dismissal from the program.

**Withdrawal** – Withdrawal by a student from the program occurs when a student voluntarily withdraws and is no longer enrolled in the DMD program.

**Note:** Students who are dismissed or withdraw from the program and subsequently are readmitted to the program will be reviewed by the APC to determine if the status of Probation is in order upon re-enrollment.

### Scope and Criteria

Caution: A student may be assigned the status of Caution for any one of the following reasons as determined by the APC or appropriate Student Success Committee including but not limited to:

- Failure of an ASDOH module or required College of Graduate Health Studies (CGHS) course
- A demonstrated pattern of passing modules or courses at minimal performance levels
- A demonstrated pattern of unprofessional behavior

Note: Students with the Caution status must realize that failure to improve academic performance or unprofessional conduct may lead to the status of Probation, the repetition of one or more semesters, or Dismissal from the program.

Probation: A student may be assigned the status of Probation by the APC for any one of the following reasons as determined by the APC, including but not limited to:

- Failure of a total of two ASDOH modules and/or CGHS courses
- Failure of one ASDOH course
- Failure to maintain a 3.0 GPA within CGHS
- The initiation of an Individualized Education Plan
- Violations of the University Academic Code of Conduct
- Violations of the University Code of Behavioral Standards
- Failure to comply with or meet the ASDOH Technical Standards
- Accrual of 5 Professionalism Compliance Citations or a continued demonstrated pattern of unprofessional behavior
- A combination of unprofessional behavior and module/course failure
- Deficient clinical performance and/or judgement

Guidelines for Limited Activities for Students on Probation: Unless otherwise permitted by the APC, students on Probation may not:

- serve as an officer in any ATSU or ASDOH organization, or as an ambassador
- participate in ASDOH interview days
- represent ASDOH and/or CGHS in University programs and committees, e.g., the Falls Prevention program, IPE activities
- participate in ATSU- or ASDOH-and/or CGHS-related co-curricular activities (e.g., humanitarian outreach trips scheduled on the academic calendar)
- attend or represent ATSU or ASDOH and/or CGHS at conferences/events supported by ATSU or ASDOH
- be excused from curricular activities for professional development
- participate in ATSU or ASDOH and/or CGHS research programs

Note: Students previously on Probation who exhibit any of the previously noted Probation-worthy behaviors, may be placed back on Probation, be recommended for repetition of all or part of the academic year, or recommended for Dismissal from the program.

Repetition of Semester(s) / Dismissal: Students may be required to repeat one or more semesters by the APC or be Dismissed from the program by the Dean upon recommendation of the APC for any one of the following reasons that include but are not limited to:

- Failure of a third module within ASDOH
- Violations of the University Academic Code of Conduct
- Violations of the University Code of Behavioral Standards
- Failure to comply with or meet the ASDOH Technical Standards
- A continued demonstrated unresolved pattern of unprofessional behavior
- Deficient clinical performance and/or judgement

## Appeals

Academic actions by the APC and/or the Dean may be appealed as follows:

**Caution and Probation:** The decision to place a student on the status of Caution or Probation may not be appealed.

**Repetition of Semester(s):** The student may appeal the APC's decision for the student to repeat one or more semesters. The appeal may only be based on: 1) a procedural error by the APC or the Dean; 2) evidence of bias by an APC member; or, 3) new and significant information which was not previously considered by the APC.

A written appeal to the Chair of the APC must occur within seven academic days (business days, excluding holidays and/or University closure dates) of the notification to the student of the decision and must contain a signature of the student (emails and faxes are acceptable). The APC will review the appeal and issue a recommendation to the Dean. The Dean will review the APC recommendation and make a final decision, which will be without further appeal, within seven academic days of receipt of the student's appeal.

**Dismissal:** The student may appeal the decision by the Dean to be dismissed from the program to the ATSU Senior Vice President of Academic Affairs according to the process outlined in the ATSU policy section of the ATSU Catalog (catalog.atsu.edu).

## Removal of the Caution or Probation Status

These guidelines are employed to assist the student in concentrating on improvement in the student's academic progress or in improving professional behavior. The Caution or Probation status of students is reviewed by the Academic Progress Committee and/or the appropriate Student Success Committee minimally at the end of each semester. The status may also be reviewed upon the request of the appropriate course director or the Associate Dean for Academic Assessment. If an IEP was developed, the APC or SSC will review whether the student has met the plan's objectives to remove or modify their status. Otherwise, to remove or modify the status of Caution or Probation, the APC will consider a variety of factors relevant to the student's situation, including but not limited to remediation of modules, improvements in academic performance, clinical performance, and/or professional behaviors.

## Responsibilities

- Decisions regarding Caution are communicated to the student in writing by the Associate Dean for Academic Assessment, the Chair of the D1/D2 Student Success Committee (SSC), or the Chair of the D3/D4 SSC.
- Decisions regarding Probation are communicated to the student in writing by the Associate Dean for Academic Assessment.
- Actions of Probation are communicated to the Enrollment Services and Student Affairs by the Associate Dean for Academic Assessment.
- Students may be required to meet with the APC and/or appropriate Student Success Committee to discuss their Caution or Probation status.
- Students have the option to request a meeting with the APC to discuss a recommendation to repeat one or more semesters or dismissal from the DMD program.
- Decisions regarding Dismissal are communicated to the student in writing by the Dean.

## Student Academic Promotion & Graduation Requirements

### Student Academic Promotion and Graduation Policy

**Purpose:** This policy defines the academic criteria necessary for student progression and promotion from one year to the next of the 4-year program, culminating in graduation from the program. This policy applies to all ASDOH students. Exceptions are made for transfer students only, based on admission status and individualized education plans developed.

**First Year Promotion:** Prior to being promoted from the first year to the second year of the ASDOH predoctoral dental education program, the student must successfully pass all D1 courses and maintain a cumulative GPA of at least 2.0.

**Second Year Promotion:** Prior to being promoted from the second year to the third year of the ASDOH predoctoral dental education program, the student must successfully pass all D2 courses and maintain a cumulative GPA of at least 2.0, as well as 2.0 in the preclinical courses. Students must also pass all preclinical competencies prior to treating patients in the clinic.

**Third Year Promotion:** Prior to being promoted from the third year to the fourth year of the ASDOH predoctoral dental education program, the student must successfully pass all D3 courses; and, maintain a cumulative GPA of at least 2.0.

**Graduation:** Prior to graduating from the ASDOH predoctoral dental education program, the student must successfully pass all D4 courses; have an overall GPA of at least 2.0; demonstrate attainment of all ASDOH competencies; complete the certificate program in public health or obtain a master in public health (MPH) degree; discharge all financial obligations to ATSU; file all necessary graduation forms; and, attend the commencement ceremony.\*

\*Students may request the Dean's approval to be absent from the ceremony.

## *Responsibilities*

### **Associate Dean for Academic Assessment**

The Associate Dean for Academic Assessment is responsible for:

- Ensuring that students meet the academic requirements previously noted before being promoted to the next year.
- Presenting promotion and progress issues to the appropriate Academic Progress Committee.
- Notifying students who have not been promoted to the subsequent year of the program and working with the Academic Progress Committee in developing an individualized education plan.
- Communicating all related decisions to ATSU Enrollment Services.

### **Course Directors**

The Course Directors are responsible for:

- Ensuring that students successfully complete individual courses in cooperation with the Associate Dean for Academic Assessment.

### **Staff**

Staff is responsible for:

- Ensuring that the accurate student grade records are kept in cooperation with the Associate Dean for Academic Assessment.

### **Student**

The Student is responsible for:

- Completing each course.
- Keeping a personal record of grades received for each course.
- Contacting the course instructor and course director if courses cannot be completed within the time allotted for the course due to excused or unexcused absences.

#### **Administration**

ATSU Enrollment Services is responsible for:

- Officially recording the course grades that appear on student transcripts.
- Providing accurate information to the Associate Dean for Academic Assessment regarding student grades.

#### *Student Academic Promotion and Graduation Policy through Class of 2021*

Purpose: This policy defines the academic criteria necessary for student progression and promotion from one year to the next of the 4-year program, culminating in graduation from the program. This policy applies to all ASDOH students. Exceptions are made for transfer students only, based on admission status and individualized education plans developed.

First Year Promotion: Prior to being promoted from the first year to the second year of the ASDOH predoctoral dental education program, the student must successfully pass all D1 courses, maintain a cumulative GPA of at least 2.0, and take the Part I National Board of Dental Examiners examination of the Joint Commission on National Dental Examinations (NBDE) by the last Friday of July.

If a student does not take Part I within this stated time frame, he/she will not be allowed to begin the D2 year and will be required to withdraw from the program.

Second Year Promotion: Prior to being promoted from the second year to the third year of the ASDOH predoctoral dental education program, the student must successfully pass all D2 courses and maintain a cumulative GPA of at least 2.0, as well as 2.0 in the preclinical courses; and, pass the NBDE Part I examination. Students must also pass all preclinical competencies prior to treating patients in the clinic.

ASDOH must be in receipt of a passing score for Part I by one working day prior to the date of the D2 to D3 clinic promotion ceremony. If passing results are not received by this date the student will be required to withdraw from the program.

Third Year Promotion: Prior to being promoted from the third year to the fourth year of the ASDOH predoctoral dental education program, the student must successfully pass all D3 courses; and, maintain a cumulative GPA of at least 2.0.

Graduation: Prior to graduating from the ASDOH predoctoral dental education program, the student must successfully pass all D4 courses; have an overall GPA of at least 2.0; complete the certificate program in public health or obtain a master in public health (MPH) degree, take and pass the Part II examination of the NBDE within the time period determined by the Associate Dean for Academic Assessment; discharge all financial obligations to ASDOH, a school of ATSU; file all necessary graduation forms; and, attend the commencement ceremony\*.

\*Students may request the Dean's approval to be absent from the ceremony.

#### *Responsibilities*

##### **Associate Dean for Academic Assessment**

The Associate Dean for Academic Assessment is responsible for:

- Ensuring that students meet the academic requirements previously noted before being promoted to the next year.
- Presenting promotion and progress issues to the Academic Progress Committee.
- Notifying students who have not been promoted to the subsequent year of the program and working with the Academic Progress Committee in developing an individualized education plan.

#### **Course Directors**

The Course Directors are responsible for:

- Ensuring that students successfully complete individual courses in cooperation with the Associate Dean for Academic Assessment.

#### **Staff**

Staff is responsible for:

- Ensuring that the accurate student grade records are kept in cooperation with the Associate Dean for Academic Assessment.

#### **Student**

The Student is responsible for:

- Completing each course.
- Keeping a personal record for grades received for each course.
- Contacting the course instructor and course director if courses cannot be completed within the time allotted for the course due to excused or unexcused absences.

#### **Administration**

The ATSU Office of the Registrar is responsible for:

- Officially recording the course grades that appear on student transcripts.
- Providing accurate information to the Associate Dean for Academic Assessment regarding student grades.

## **Academic Standards, Guidelines, and Requirements**

### **Academic Integrity**

The purpose of this policy is to support the ATSU-ASDOH community of students, staff and faculty in the collective commitment to maintaining academic integrity at ATSU-ASDOH. Academic integrity has been defined as, "a commitment to six fundamental values: honesty, trust, fairness, respect, responsibility, and courage." Academic integrity is essential to the success of the School's mission as educators and provides a foundation for responsible conduct in ATSU-ASDOH graduates as they enter the dental profession. These fundamental values are essential to create a student-centered learning environment and patient-centered clinics, providing the value to the ATSU-ASDOH graduate's dental degree and forming the basis for the esteemed profession of dentistry.

#### *Defining Fundamental Values and Behaviors that Maintain Academic Integrity*

Honesty – Academic integrity requires intellectual and personal honesty in teaching, learning, research and service, and is the prerequisite for full realization of trust, fairness, respect, and responsibility. It begins with oneself and extends to others, whether in the classroom, simulation clinic, clinic or community. Dishonest behavior not only jeopardizes the welfare of the academic community and violates individual rights, it can also tarnish the reputation of

ATSU-ASDOH and diminish the worth of the degrees we grant. Cultivating honesty lays the foundation for lifelong integrity, developing in each of us the courage and insight to make difficult choices and accept responsibility for actions and their consequences, even at personal cost.

**Trust** – Academic integrity fosters a climate of mutual trust, encourages the free exchange of ideas and enables all to reach their highest potential. Trust is also promoted by faculty who set clear guidelines for assignments and for evaluating student work; by students who prepare work that is honest and thoughtful; and by schools that set clear and consistent academic standards. Trust enables us to collaborate to share information and circulate ideas. The ATSU-ASDOH community is based on trust, creating an environment in which all members of the community are expected to treat others – and be treated – with fairness and respect.

**Fairness** – Academic integrity establishes clear standards, practices and procedures, and expects fairness in the interactions of students, faculty, and administrators. For students, important components of fairness are predictability, transparency, reasonable expectations, and a consistent and just response to dishonesty. Fair, accurate, and impartial evaluation is essential in dental education, and fairness with respect to grading and assessment is essential to the establishment of trust between faculty and students. Faculty, staff and students each have a role in ensuring fairness, and a lapse by one member of the community does not excuse misconduct by another.

**Respect** – Academic integrity recognizes the participatory nature of the learning process and honors and respects a wide range of opinions and ideas. Students and faculty must respect themselves and each other as individuals, not just as a means to an end. They must also respect themselves and each other for extending their boundaries of knowledge, testing new skills, building upon success, and learning from failure. Students show respect when they value and take advantage of opportunities to gain new knowledge, by taking an active role in their own education, contributing to discussions as well as listening to others' points of view, and performing to the best of their ability. Being rude, demeaning, or disruptive to others undermines climates of respect. Members of the faculty show respect by taking students' ideas seriously, by recognizing them as individuals, helping them develop their ideas, providing full and honest feedback on their work, and valuing their perspectives and goals.

**Responsibility** – Academic integrity upholds personal accountability and depends upon action in the face of wrongdoing. Every member of an academic community—each student, faculty member, and administrator—is responsible for upholding the integrity of education, scholarship and research. Being responsible means taking action against wrongdoing, resisting negative peer pressure, and serving as a positive example. Responsible individuals should take responsibility for their own honesty and should discourage and seek to prevent misconduct by others. This may be as simple as covering one's own answers during a test or as difficult as reporting a friend for cheating. Whatever the circumstances, members of an academic community must not tolerate or ignore dishonesty on the part of others. Holding oneself and others to high standards of integrity is often challenging and requires courage.

**Courage** – An element of character that allows learners to commit to the quality of their education by holding themselves and their fellow learners to the highest standards of academic integrity even when doing so involves risk of negative consequences or reprisal. Being courageous means acting in accordance with one's convictions. Like intellectual capacity, courage can only develop in environments where it is tested. Academic communities of integrity, therefore, necessarily include opportunities to make choices, learn from them, and grow.

**Expectations:** With a goal of establishing clear expectations for students and faculty, the following are provided as examples of behavior that are not consistent with ATSU-ASDOH's commitment to academic integrity including cheating, plagiarism and collusion. These examples are intended to be illustrative and not exhaustive, and are not to be read as a limitation to the School's right to discipline for infractions that are not specifically listed.

Cheating is defined as giving or receiving unauthorized aid without the consent or knowledge of the faculty, before, during or after an educational activity (e.g., an assignment, examination, quiz, paper, laboratory project, patient based competency, etc.). Examples include, but are not limited to:



- Access to Unauthorized Examination Material and Study Aids -Giving or gaining access to current or previous examination materials or study aids without the express consent of appropriate faculty member, course director, and/or examining organization. Materials include written copies or digital content of past examinations, unreleased versions, individual questions, and answer keys. This also includes the creation of unauthorized study aid materials through systematic memorization, photography, or computer "hacking", as well as the purchase or sale of such unauthorized materials.
- Receiving Unauthorized Assistance, Collaboration or Copying - Copying, collaborating or receiving unauthorized assistance during an academic exercise, whether in a proctored or online environment. Unauthorized assistance includes, but is not limited to: copying from another student's exam or paper; collaborating with another student, both in person and through digital communication; use of notes, text books, digital or online resources, etc. during an examination or educational activity unless explicitly allowed by the Course Director.
- Failure to Follow Examination Protocol-Failure to comply with directions given by the Course Director, proctor or designee who is governing a didactic, preclinical or clinical examination (e.g., removing a typodont tooth during a competency assessment; bringing cell phones, books, backpacks into the exam; failing to sit in assigned seats; leaving room without permission; failure to end exam as directed, etc.)

Plagiarism is defined as the use of another's work or ideas without acknowledgment. A fundamental assumption is that work submitted by a student is a product of his/her own efforts. Examples of plagiarism include, but are not limited to:

- Contributions without Acknowledgment-The submission of any papers or assignments which fail to acknowledge another's work or contribution. This includes specific phrases or entire passages, sentences, paragraphs or longer excerpts, without quotation marks or documentation. One may also plagiarize by paraphrasing the work of another and/or submitting the style of another, which is retaining another writer's ideas and structure without documentation.
- Purchase of Submissions -The submission of work of another that was purchased, received as a gift, or obtained by any means.
- Project or Laboratory Submissions -The submission of a written or laboratory project which was created in whole or in part by another.
- Multiple Submissions or Self-Plagiarism-The submission of academic work for credit which has already been submitted for credit by the student in another course or module, unless explicitly allowed by the course director.

Collusion is defined as secret or illegal cooperation or conspiracy, especially in order to cheat or deceive others and include, but are not limited to:

- Unauthorized collaboration with another person in preparing academic assignments which are offered for credit. This includes collaboration with others on written "take-home" or online examinations, or other educational activity intended to be an individual effort. This also includes allowing others to edit papers or written assignments in any substantive way.
- Deliberate misrepresentation of each individual's contributions to a project

Reporting of Prohibited Actions by Students: Consistent with ATSU-ASDOH's stated commitment to these fundamental values, every member of an academic community – each student, faculty member, and administrator – is responsible for upholding its academic integrity. As such, each is responsible to report any suspected breach by a student to the module or course director and Associate Dean for Academic Assessment as soon as possible, but no later than 10 business days, following the discovery of the breach.

Process:

1. The Associate Dean for Academic Assessment, in conjunction with the Associate Dean for Clinical Education and Student Success, will investigate any suspected breach of academic integrity by students and report these findings to the Vice Dean.
2. In the event that there is a determination that a student has acted in a manner that is in violation of these expectations of academic integrity, the individual will be subject to the appropriate academic disciplinary actions in accordance with ASDOH policy, including dismissal from the program.

The Purpose and Defining Fundamental Values and Behaviors that Maintain Academic Integrity sections of this policy were adopted with modifications from The Fundamental Values of Academic Integrity 2nd Edition, The International Center for Academic Integrity, April 2014, [http://www.academicintegrity.org/icaai/assets/Revised\\_FV\\_2014.pdf](http://www.academicintegrity.org/icaai/assets/Revised_FV_2014.pdf)

## Attendance

Please refer to the Matriculated Student Policies section of the ATSU University Catalog for details regarding Extended Absences (6-15 consecutive days) and the Student Leave Policy (15+ consecutive days).

### *Attendance in General*

Attendance of all classes, labs, and clinic sessions is expected. Specifically, students are expected to:

- Arrive early to class;
- Stay for the entire class;
- Respect the instructor's time; and
- Communicate directly with the appropriate reporting person for absences.

### *Didactic Courses*

Students are expected to be in class and stay for the duration of the class time. Attendance is mandatory for all assessments per the policy below.

### *Sim-Clinic Class Attendance*

Attendance is mandatory for all lectures and sim-clinic sessions. At the discretion of the course director, students who miss more than 10% of sim-clinic sessions and/or associated lectures due to approved absences involving extenuating circumstances will earn an incomplete "I" final grade and must retake the course when it is offered again or as determined by the course director.

Students who miss more than 10% of sim-clinic sessions or a course with mandatory attendance due to unapproved absences will earn a failing "F" final grade and must retake the course when it is offered again at their own expense. Please note that random attendance may be taken during the duration of the course by the instructor or other designated personnel.

### *Assessment Attendance*

Attendance is mandatory for all assessments (e.g. exams, quizzes, test, group and individual projects and presentations). The outcome for students missing an assessment for any reason will be determined by the course director on a case-by-case basis and may include but not be limited to:

- A request to provide official documentation (doctors note clearly articulating the student's inability to attend class, proof of emergency or crisis, etc.)
- Earning a zero (0) score on the missed assessment if unapproved.
- The student being reported to the Academic Progress Committee (APC).
- A change in academic status (Academic Caution or Probation) as determined by the APC.

No call, no show absences for an assessment will result in an automatic zero (no credit) for the assessment and the student reported to the APC.

### *Clinic Attendance*

Clinical attendance follows attendance policy and clinic syllabus language as outlined below.

The ATSU-ASDOH clinical experience is based on a curriculum that provides significant opportunities for students to develop knowledge, skills, and values to become a competent general dentist. Our learning environment is greatly enhanced by promoting peer collaboration and by maximizing direct patient care opportunities. ATSU-ASDOH students are admitted in part due to the experiences they bring to the ATSU-ASDOH community and what they can offer to their peers in seminars and clinic/simulation activities. As such, student participation in scheduled clinic/simulation activities and seminars is essential and required for all clinical courses.

The primary expectation of students when they are scheduled in the clinic is that they are prepared and available to treat all patients as assigned for the entire clinic session. This includes being prepared and on time to manage any scheduled patient(s) at the start of each clinic session and staying for the duration of any session as a provider or assisting others providing patient care.

On-call – CCU and Internal Rotation Directors have the discretion to allow students to leave the clinic and remain on call and available to return to clinic in less than 10 minutes. Please note that if an on-call student is not available as requested, it will be considered an unapproved absence.

### *Minimum Clinic Course Attendance Requirements*

Students must attend a minimum of 90% of scheduled sessions to pass any clinical course. The Office of Clinical Education may provide students with a maximum number of days per semester that a student may be absent from the clinic and still meet the 90% attendance requirement. At the discretion of the course director, students who fail to meet the 90% attendance requirement may receive a final grade of Fail "F" or an Incomplete "I" as indicated in the course syllabus. Students will be required to remediate missed sessions or retake the course when it is offered again. If an "I" final grade has been earned, upon the successful completion of all course attendance requirements, the grade will be changed to reflect the actual grade earned in the course.

A student who does not participate in a scheduled clinic/simulation activity or seminar will be categorized as follows for the purposes of this policy:

- Approved absence;
- Alternative curricular activity;
- Unapproved absence.

### *Approved Absences*

Any absence from scheduled clinic activities and seminars in the ATSU-ASDOH clinics for D2, D3, or D4 students must be approved by the Office of Clinical Education following published protocols, including providing documentation as requested. A student absence will typically be approved for the following reasons:

- Unplanned or unscheduled events
  - Illness and family emergency – Students who are ill or who are involved in a serious personal or family emergency may be approved for absence. Please note that students should make every effort to schedule non-urgent medical appointments at times that are not in conflict with classes or assigned clinic sessions. The Office of Clinical Education may require verification from the student's health care provider to approve an excused absence due to illness or medical appointments.
  - Bereavement – Students may be approved for up to five days absence in the event of a death of a family member. The number of days will be determined by the Office of Clinical Education based on the specific circumstances of each situation.
- Planned, scheduled events
  - Non-urgent and preventative medical appointments – Students should make every effort to schedule non-urgent medical appointments at times that are not in conflict with scheduled clinic sessions, simulation lab and seminars.
  - Professional meetings and invited scientific or educational presentations – Students who are serving as ASDOH representatives or when an invited presenter at a scientific or educational meeting. Please note that students choosing to attend a professional meeting will not typically be approved.
  - Religious holidays – ATSU-ASDOH respects the student's need for absences due to religious holidays and cooperate in scheduling approved absences. Please note that the absence will be approved for the actual day of observance only, and that this does not include participation in retreats, meetings, or other activities associated with the student's religious affiliation.
  - Jury duty, court dates and military duty – Students with legal obligations including jury duty, subpoena and military duty.
  - Post-graduate interviews and student externship programs – Post-graduate education program interviews and related formal student externships. Please note that this includes reasonable travel time, but does not include study or preparation time.
- Planned, personal time – Students may request personal time off for reasons other than those listed above up to a maximum of 5 days per semester. Approval by the Office of Clinical Education will be based on the provider needs of the clinic, the outstanding oral health needs of the student and their dental team's assigned patient pool, the student's academic progress, and adequate notice of the request.

### Participation Credit for Approved Absences

Students missing seminar, clinic or simulation time due to absence, regardless of whether it is approved, will not receive participation credit for the session. Students may be given the opportunity to earn participation credit at the discretion of the course director if the absence was approved as noted above. Please note that neither approved absence nor notification of absence excuses the student from meeting all clinic course requirements.

### Alternative Curricular Activities

Alternative curricular activities are not considered as an absence from the clinic, as they are considered part of the ATSU- ASDOH curriculum. Students who participate in alternative curricular activities without prior approval from the Office of Clinical Education will be considered to have an unapproved absence. The following may be approved as alternative curricular activities.

- ATSU-ASDOH research externships;
- ATSU-ASDOH elective enrichment courses;
- MPH Practicum;

- Clinical licensure examinations (please note that this does not include information preparation or travel time); and
- NBDE Part 1 or Part 2 (please note that this does not include study time).

### *Unapproved Absences*

Unapproved absences will be considered for disciplinary action by the Academic Progress Committee, with possible actions to include additional clinical assignments, repetition of a term, or dismissal from the program. Students should also consult the appropriate course syllabus to determine the ramifications of an unapproved absence on their grade and ability to pass the course.

### *D3 & D4 Students at External Rotation Sites*

Attendance is required at external sites during the listed business hours of the site. Furthermore, students must be in attendance for at least 90% of each rotation unless an excused absence is obtained. Situations in which a legitimate emergency exists will, of course, always be considered.

Please refer to the current ICSP Student Policy Manual for details on requesting an approval for an absence from an external rotation site.

## **Immunizations**

ATSU-ASDOH requires all students to provide proof of their immunizations in order to matriculate. This is necessary for the protection of the patient, students, faculty and staff of ATSU-ASDOH and external rotation sites. It is the responsibility of the student to maintain up-to-date immunization protection. Failure to maintain year-to-date immunizations may prevent a student from entering the clinical phase of their education and/or be removed from their didactic courses until the proper documentation is received by ATSU-ASDOH.

Immunizations must be verified by providing copies of immunization records from a US licensed Physician (DO or MD), Physician Assistant (PA), and/or Nurse Practitioner (NP). All copies must contain:

1. Student Name
2. Student Date of Birth
3. Name of clinic/office immunization was received including address and phone number
4. Name of provider at the clinic/office immunization was received
5. Date of immunization
6. Report of results for any titers

Any non-US immunization records are not acceptable. All non-US immunization records must be translated, documented and approved by a US Licensed Physician (DO or MD), Physician Assistant (PA), or Nurse Practitioner (NP).

1. Diphtheria/Tetanus/Pertussis: Students are required to receive either the primary series of Diphtheria/Tetanus/Pertussis or booster dose within ten (10) years prior to the beginning of the academic year and must ensure it is up to date while at ATSU-ASDOH.
2. Polio: Students are required to provide documentation that they have received the primary series of polio vaccine. If documentation cannot be produced, the student must receive the primary series of inactivated polio vaccine.
3. Measles, Mumps, and Rubella: Students born after 1956 are required to provide documentation of the MMR vaccine prior to matriculation and a titer completed within a year of matriculation to ATSU-ASDOH

showing immunity. If the titer does not show immunity, student must complete a MMR booster and provide proof of booster within 30 days of negative MMR titer.

4. Hepatitis B: Students must complete the 3 series of Hepatitis B immunizations along with a titer (completed no more than 1 year of matriculation) demonstrating POSITIVE result. If the titer comes back negative, the student must complete a booster no more than 1 year before matriculation.
5. Tuberculosis: Student must submit a negative TB skin test completed within the year of matriculation. If the TB test is positive, student must complete an X-ray and submit report of no disease. Student may also opt for QUANTIFERON Blood test in lieu of skin or Xray test. TB screenings MUST be updated every year for ATSU-ASDOH no matter which test is given. If student must complete X-ray to show no evidence of disease, an X-ray will be required by ASDOH every two years. The X-ray option cannot be used in lieu of another skin or blood test. \*\*Clinical external rotation sites may require additional testing for their site\*\*
6. Varicella (Chicken Pox): Must show two immunizations, doctor documentation of disease AND a positive Varicella titer. Titer must be completed no more than one year before matriculation to ASDOH. If titer is negative, Varicella booster is required within 30 days of negative Varicella test.

Exemptions: Under certain religious or health circumstances, a request for exemption from preventive health requirements may be granted. ATSU-ASDOH cannot guarantee placement in clinical rotations, however, when this exemption is granted. Consequently, students receiving an exemption from preventive health requirements may take longer to complete the curriculum and graduate, or the student may not be able to complete the curriculum and graduate.

## CPR Training

ATSU-ASDOH requires that all residential students obtain and maintain, at a minimum, Cardiopulmonary Resuscitation (CPR) certification. American Heart Association or American Red Cross certifications are accepted and all CPR certifications MUST be in-person class training. No online CPR certifications are accepted. Proof of certification as defined by ASDOH must be on file by July 31st. Certification must be maintained throughout the duration of enrollment. Non-compliance at any time during a student's enrollment may result in disciplinary action. A random sample of student records will be audited periodically to confirm continuous coverage. These Cardiopulmonary Resuscitation certification requirements can be substituted with a Basic Life Support certification. \*\*NOTE: specific external rotation sites may not accept the student's CPR certification. Therefore, it will be the student's responsibility to obtain the correct CPR certification as required by the site.\*\*

## HIPAA Training

ATSU-ASDOH requires that all residential students complete Health Information Portability & Accountability Act (HIPAA) training. Training is offered online by ATSU and must be completed by clinic orientation. This training must be completed annually.

## Student Dress Code

Purpose – The purpose of this policy is to set forth guidelines for ASDOH predoctoral program student attire and appearance in program-related activities.

Introduction – The image presented through interactions with your patients will be a major influence in the acceptance of treatment by the patient. A professional practitioner's appearance is often equated by the patient with the practitioner's level of skill. Therefore, students are expected to present themselves in a manner befitting the profession of dentistry and thus are expected to maintain high standards of personal hygiene and professional appearance at all times. Further, from a health and safety standpoint, appropriate attire should minimize the potential of harboring pathogens while participating in clinic-related activities.

General Attire and Appearance – Students are expected to maintain high standards of personal hygiene and professional appearance at all times while participating in University and program-related activities, regardless of location. Clean and well-kept scrubs in a designated style and color are the default attire for all classroom, lab, clinic, and community activities. See Appendix A for examples of appropriate attire and appearance.

ATSU-ASDOH Clinics and Simulation Clinic: For clinic and clinic simulation activities, emphasis is on the safety of our students, staff, faculty, and patients, and to ensure that the appearance of student dentists is reflective of other faculty and staff. Students are required to follow clinic policy as published in the ASDOH Clinic Manual, including use of appropriate Personal Protective Equipment (PPE) which is consistent with federal, state and local regulatory requirements.

ATSU-ASDOH External Rotations (ICSP) and Community Events/Activities: Faculty/Staff supervisors at external ICSP sites and ATSU-ASDOH Community Events may require students to modify standard attire to be consistent with site/event policies.

ASDOH Name Badge: ASDOH Student Name Badge must be worn at all times while on campus and for all ATSU-ASDOH activities with patients and members of the community, regardless of location.

ATSU ID Badge: Students are required to wear their ATSU ID Badge at all times while on campus consistent with University policy.

ATSU-ASDOH Special Events on Campus: Faculty/Staff supervisors for special events on campus may modify student dress code. Examples include Research Day, Give Kids a Smile, designated Friday Fun Scrub days, holidays, etc.

Attire and Appearance for Evenings, Weekends and Holidays: Students on campus during regular class and clinic hours should wear appropriate scrubs whether or not attending class or clinic. Students who visit campus outside of regular program hours for study or student organization meetings should be aware that our campus is utilized by multiple educational programs and by outside community organizations. High standards of personal hygiene are expected, and attire may also include casual clothing that is clean, well-kept and non-offensive.

Enforcement – Noncompliance with the student dress code is considered unprofessional behavior and may prohibit the student from participating in ATSU-ASDOH classes or activities. Determination of inappropriate attire and/or appearance may be made contemporaneously by the supervising faculty member or responsible administrator for the program activity.

A pattern of repeated violations of the dress code may result in academic and/or administrative actions as outlined in course syllabi or academic policy. Actions include but are not limited to failure of a module/course, loss of clinic privileges, or removal from an ICSP rotation.

Responsibility/Authority:

Students – Each student is responsible for compliance with this policy.

Faculty/Staff – Faculty/Staff are responsible for monitoring compliance and reporting violations to course/module directors and/or administration. Faculty Course/Module Directors are responsible for enforcement and action as it relates to their assigned course/module.

Administration – ASDOH administration is responsible for approval of scrub style and color, as well as policy enforcement/actions and policy interpretation. In addition, administration shares responsibility for monitoring compliance and reporting to Faculty Course/Module Directors. Clinic Administration, with the advice and recommendation of the Infection Control Committee, is responsible to develop clinic dress policy for all faculty, staff and students that is consistent with federal, state and local regulation (e.g.: OSHA, CDC).

Examples of Acceptable Dental Student Attire and Appearance

	Acceptable	Not Acceptable (unprofessional & inappropriate attire and appearance)
Scrubs	Class assigned color	Unapproved scrub colors
	Neatly pressed unaltered scrub top and bottom with approved logo	Mismatched tops and bottoms
	Matching top and bottom	Scrubs with logos other than ATSU/ASDOH
	Professionally properly fitting scrub tops and bottoms that aren't too tight or too loose	Materials sewn into or onto scrubs
		Revealing scrub bottoms
Footwear	Must be in good repair and clean	Flip flops (rubber shower shoes)
	Close toed solid material shoes	Unkempt or dirty shoes and shoe laces
	Socks that cover exposed skin when seated	Any type of sandals
		Exposed skin when seated, including ankles
Jewelry	Should not interfere with laboratory or clinical activities	Excessive jewelry
	Simple earrings - studs/small loops	Visible body, facial or oral piercing (earrings or single nose stud exempted)
	Simple wedding bands and watches are appropriate	
Outerwear	Jackets, sweaters and sweatshirts with no logos or with ATSU/ASDOH logos	Jackets, sweaters and sweatshirts with logos other than ATSU/ASDOH
		Hoodies - Hoods should not be worn over head while in class or clinic
Scarves	Neat and clean	
	Of such a length or style so as not to interfere with laboratory or clinical activities	



Hair	Hair longer than chin length must be pulled back away from face (to keep out of patient's face)	Bangs that obstruct vision
	Facial hair must be neatly trimmed so as not to interfere with the use of PPE	Hair hanging past face into patient operating field
		Hats, hoods, or headwear of any kind, unless it serves a religious purpose
Nails	Neat and clean	Excessively long and/or dirty nails
	Of such a length or style so as not to interfere with laboratory or clinical activities, or cause patient discomfort	
ID Badge	ATSU student identification (ID) badge must be worn and visible while on campus	No ID
	ASDOH Student Name Badge	ID not visible to patients, faculty, staff & students (under PPE is okay)
In General	Socially acceptable personal hygiene	Perfume, aftershave, or cologne should be avoided so as not to affect others in close proximity including patients
	Tattoos - must be socially acceptable if visible	Use of tobacco products should be avoided when treating patients
	OSHA compliant (Clinic and Simulation Activities)	Offensive body odor
		Tattoos - offensive/inappropriate

Please note that determination of appropriate attire and appearance may be made contemporaneously by the responsible supervising faculty member or administrator responsible for the program activity.

## Curriculum

The ATSU-ASDOH Curriculum Committee is comprised of a variety of faculty members representing the five required domains: Fundamentals of Dentistry, Clinical Dentistry, Community Dentistry, Patient and Practice Management and Professional Development. The Curriculum Committee is responsible for coordination, integration, and evaluation of all domains and courses across the four-year curriculum. The Committee is responsible for directing course content and delivery methods.

The curriculum is designed in a linear form; that is, students must successfully complete the schedule of courses offered in sequence. Following is a summary of the courses required at ATSU-ASDOH. Note that the sequence and courses may change from year to year as the science of dentistry changes.

The following is a list of academic criteria necessary for student progression and promotion from one year to the next of the four-year dental school program, culminating in graduation from the program. This policy applies to all ATSU-ASDOH DMD students. Exceptions are made for transfer students only, based on admission status and individualized education plans developed.

## Courses

### Curriculum: Descriptions and Credit Values

The ATSU-ASDOH Curriculum Committee is comprised of a variety of faculty members representing the four required domains: Fundamentals of Patient Management, Clinical Dentistry, Community Dentistry, and Practice Management and Professional Development. The Curriculum Committee is responsible for coordination, integration, and evaluation of all domains and courses across the four-year curriculum. The Committee is responsible for directing course content and delivery methods.

Each domain has a course that bears its name every semester across the four years, embracing a 'spiral curriculum' to revisit topics with greater depth and intentional repetition of concepts. Below you will find a brief description of the overarching domains along with a more detailed breakdown of the content addressed in each throughout the student's educational track.

The following is a list of academic criteria necessary for student progression and promotion from one year to the next of the four-year dental school program, culminating in graduation from the program. This policy applies to all ATSU-ASDOH DMD students. Exceptions are made for transfer students only, based on admission status and individualized education plans developed.

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### First Year: Fall Semester

**ASDO 5000 - Fundamentals of Patient Management 1a - 29.9 credit hours: Basic Science Core Module - Medical Microbiology and Immunology:** This submodule introduces the dental student to the biology of microbes - viruses, bacteria, fungi, protozoa, and helminthes - with an emphasis on medical microbiology. Essential microbial physiology, genetics and immunology are presented with medically important microbial infections discussed from the standpoint of etiology, epidemiology, pathogenesis, and prevention. **Oral Microbiology:** This submodule introduces dental students to the fundamentals of oral microbiology, with a focus on oral microbial ecology, the dental plaque biofilm, the microbiology of dental caries and periodontal disease, and microbial approaches for preventing oral diseases. This submodule is designed to follow directly from Medical Microbiology and Immunology, and to build directly on the knowledge and concepts learned in those submodules. This submodule is designed to analyze major mechanisms of important oral infectious diseases and the resultant useful and harmful responses of the host. The focus is on understanding underlying processes using key example oral diseases to give depth for evaluating microbial virulence mechanisms. This basic material will help students connect with future basic science and clinical experiences, and locate and evaluate new information concerning past, present and future oral infectious diseases and their treatments. The submodule starts with an overview of oral immunology and microbiology. Then it progresses through an analysis of key oral viral and fungal diseases, followed by oral ecology and biofilms. This is followed by the microbiology of gingivitis, periodontal & endodontic diseases. The submodule ends with the microbiology of dental caries, starting

with an examination of basic tooth structure (e.g., hydroxyapatite) as well as saliva composition, and their relationship to lesion development. Key aspects of the microbiology of dental caries, with emphasis on understanding oral biofilms are next addressed. Several important anti-caries therapies, both current and potential, are examined in detail. The submodule emphasizes oral bacterial biofilms and plaque-related microbial diseases. **Craniofacial Embryology:** This submodule studies the structure, function and development of the craniofacial complex with emphasis microscopic anatomy of the epithelia, teeth, salivary glands, tongue and tonsils. **Craniofacial Histology:** This submodule studies the histology and basic physiology of the integument, connective tissues bone and muscle of the craniofacial complex. **Physiology:** This submodule covers the fundamental concepts related to normal physiology that will be covered in greater detail within each body system. **Clinical Pathology:** This submodule covers more in depth first the clinical pathology associated with each of the systems discussed in previous submodules and later relates the pathology to their effect on the body systems, oral cavity and oral conditions. **Pharmacology:** This submodule integrates and reinforces the basic science material by combining the clinical aspects of the pathology of a certain system, its oral manifestations and dental management with the pharmacological basis for its treatment. Using patient cases to illustrate these concepts, students analyze medical histories to discuss the dental implications of the specific pathology, while emphasizing its pharmacological management. This submodule will also introduce the dental student to the basic concepts and principles of pharmacology with emphasis on drug classes of significance to dentistry. **Metabolism:** This submodule presents the biochemical concepts and metabolic pathways involved in basic human systems. It integrates metabolic pathways with concepts of cell biology and physiology by focusing on the function on the pathways, the cellular and organ localization of the pathways, and how they are regulated and coordinated with each other. **Genetics:** Given the extensive developments regarding the genetic basis for oral disease, dental genetics is presented to develop a basic understanding of genetics and its link to oral conditions. **Body Systems - Musculoskeletal:** This module examines the musculoskeletal and articular systems from a gross anatomical viewpoint focusing on the upper extremities, skull, and vertebral column. Additionally, the cranial nerves will be introduced along with the clinically-relevant gross anatomy of the thorax will be outlined and discussed. By necessity of the topic, some human physiology will also be discussed where necessary. **Body Systems - Hematology:** The histology, function and clinical application of blood and its components are presented in this module. Immune functions of blood will be detailed in a subsequent module. **Body Systems - Endocrinology:** The endocrine system presents the first organ-centric system. The basic anatomy, physiology, pathophysiology and clinical applications of the endocrine systems are presented. **Body Systems - Cardiovascular:** This module will cover core principles in the complexities of the cardiovascular system in its various roles (maintenance of cardiac output, mean arterial pressure, hemostasis; and the pathophysiology of cardiovascular system disease, etc.). A core knowledge base will be presented and problem solving skills, information retrieval skills, and teamwork will be encouraged. **Body Systems - Respiratory:** This module will cover the principles of the respiratory system with its functions (blood gases and exchange of materials with tissues; pathophysiology of respiration and pulmonary disease, etc.). **Dental System - Dental Anatomy:** Discussion of the morphology and nomenclature of individual teeth of the primary and permanent dentition, as well as eruption patterns. External and internal crown and root morphology of both the permanent and primary dentitions will be presented. **Dental System - Head & Neck Anatomy:** This module is a comprehensive treatment of the clinical gross anatomy of the head and neck as well as a detailed discussion of the cranial nerves applicable to the practice of dentistry.

**ASDO 5100 - Clinical Dentistry 1a - 9.7 credit hours: Fundamentals - Clinic I:** This module is intended to be a "break" from the intense biomedical science modules during that semester and to introduce principles and concepts in dentistry fundamental to the understanding of the pre-clinical curriculum. Topics of instruction in this module include Introduction to Dental Anatomy and Terminology, History of Dentistry, Introduction to Research and Evidence Based Dentistry, Public Health, Ethics, Dental Business, Radiology, Behavioral Science, Introduction to Preventive Dentistry, and Simulation Clinic exercises to introduce the manual dexterity and basic operative skills that will be necessary for the pre-clinical courses. Included is the topic of the use of appropriate infection control precautions to protect against transmission of blood-borne and other occupational microbial pathogens utilizing

evidence-based infection control and safety policies and practices. **Fundamentals - Operative Dentistry & Lab I:** This module will introduce the students to the basic theory and techniques of operative dentistry. Students will have the opportunity to combine the theoretical understanding and integration of clinical skills with medical science knowledge, develop technical skills in operative dentistry through the learning of basic intracoronal preparation and restorations in single teeth, investigate evolving technology, material science, and research, perform self-assessments, and develop a their professional conduct, attitude and appearance. The module will provide students the opportunity to apply clinical and professional skills in a simulated practice environment. **Periodontics I:** This course focuses on the application of basic sciences to clinical problems in periodontology. Students will be able to focus on the classification of periodontal diseases, diagnosis and management of periodontal diseases and non-surgical and surgical treatment. Emphasis will be placed on etiology, pathogenesis, treatment modalities and therapeutic and preventive periodontics in a clinical setting. Students will be able to support their treatment decisions with evidence-based literature.

**ASDO 5200 - Community Dentistry 1a - 4.0 credit hours: Fundamentals of Community Dentistry I:** The module focuses on community-based health promotion and disease prevention measures to improve the oral health of the population, as well as the characteristics of dental care delivery systems and the social, political, psychological and economic factors affecting utilization within the system. **Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum.

**ASDO 5300 - Practice Management and Professional Development 1a - 2.4 credit hours: Collaborative Dental Rounds I:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum.

**Professionalism I:** The purpose of this module is to impress upon students the importance of professional behavior in their lives and careers.

## First Year: Spring Semester

**ASDO 5001 - Fundamentals of Patient Management 1b - 14.8 credit hours: Body Systems - Neuroscience:** This module covers the central nervous system, peripheral nervous system, cranial nerves, special sensory and autonomic nervous system which will be explored in terms of their structure, function, dysfunction, and clinical relevance to medicine and dentistry. **Body Systems - Gastrointestinal System:** This module will demonstrate core principles in the complexities of the Digestive System in its various roles (digestion, absorption, transport at the molecular level, motility, the mucosal immune system, pathophysiology of digestive system disease, etc.). A core knowledge base will be presented and problem solving skills, information retrieval skills, and teamwork will be encouraged. **Body Systems - Genitourinary:** This module will demonstrate core principles in the renal and urinary tract. It will cover the normal physiology, pathology, pharmacology and other details related to diseases in this area. Essentials related to male and female reproduction will also be covered. **Dental System - Dental Anatomy:** Discussion of the morphology and nomenclature of individual teeth of the primary and permanent dentition, as well as eruption patterns. External and internal crown and root morphology of both the permanent and primary dentitions will be presented. **Dental System - Head and Neck Anatomy:** This module is a comprehensive treatment of the clinical gross anatomy of the head and neck as well as a detailed discussion of the cranial nerves applicable to the practice of dentistry. **Dental System - Occlusion and Articulation:** Students are presented with descriptions and illustrations of mandibular positions and movements related to guidance by the teeth and joints and to neuromuscular mechanisms underlying mastication and swallowing. Static contacts and pathways from these contacts are presented in lecture and in laboratory exercises. Periodontal response to occlusal forces, both normal and pathologic, are related to cusp-fossa excursions and to occlusal schemes.

**ASDO 5101 - Clinical Dentistry 1b - 18.4 credit hours: Fundamentals - Clinic II:** During the orientation period, students will have initial experiences working in the clinical setting to familiarize themselves with clinic protocols, infection control procedures, ergonomics, assisting, taking and recording vitals. Students will be introduced to the rationale and application of ergonomic principles related to performing restorative dentistry when using dental auxiliaries. Students will learn the basic principles of four-handed dentistry and apply that learning in the clinical setting. There will be classroom and preclinical activity focused on strategies for maximizing the abilities of dental auxiliaries so as to provide a safe and productive clinical setting. Legal and ethical considerations of dental auxiliary training, employment and management will also be discussed. **Fundamentals - Operative Dentistry & Lab II:** This module will introduce the students to the basic theory and techniques of operative dentistry. Students will have the opportunity to combine the theoretical understanding and integration of clinical skills with medical science knowledge, develop technical skills in operative dentistry through the learning of basic intracoronal preparation and restorations in single teeth, investigate evolving technology, material science, and research, perform self-assessments, and develop a their professional conduct, attitude and appearance. The module will provide students the opportunity to apply clinical and professional skills in a simulated practice environment. This module will introduce the students to the basic theory and techniques of operative dentistry by providing students the opportunity to apply clinical and professional skills in a simulated practice environment. **Specialties - Radiology I:** This module will describe the principles of radiographic image acquisition for intraoral and panoramic x-ray modalities, radiobiology, radiation safety, recognition of radiographic anatomy, and interpretation of radiographic pathoses. **Specialties - Periodontics II:** This course focuses on the application of basic sciences to clinical problems in periodontology. Students will be able to focus on the classification of periodontal diseases, diagnosis and management of periodontal diseases and non-surgical and surgical treatment. Emphasis will be placed on etiology, pathogenesis, treatment modalities and therapeutic and preventive periodontics in a clinical setting. Students will be able to support their treatment decisions with evidence-based literature.

**ASDO 5201 - Community Dentistry 1b - 3.1 credit hours: Fundamentals of Community Dentistry II:** This course will look at various community-based programs: how best to develop, implement, and evaluate these programs as well as financing these programs. Students will work with a local organization/ institution/ agency to develop a comprehensive oral health plan for a community. **Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum.

**ASDO 5301 - Practice Management and Professional Development 1b - 3.7 credit hours: Collaborative Dental Rounds II:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Professionalism II:** The purpose of this module is to impress upon students the importance of professional behavior in their lives and careers. **InterProfessional (IPE) Through the Lens of Oral Systemic Disease I:** This course will introduce students to the Interprofessional education in healthcare by exploring the concept and value of interprofessional education.

## Second Year: Fall Semester

**ASDO 6000 - Fundamentals of Patient Management 2a - 3.0 credit hours: Pharmacology:** This course expands upon the basic principles of pharmacology taught in Basic Science Core Pharmacology. Content includes the rationale for use of specific drugs, drug indications/contraindications and drug interactions of major drug classes used to treat common systemic conditions. Topics include drugs used to manage/treat cardiovascular disease, endocrine disorders, gastrointestinal disorders, respiratory disorders, cancer and autoimmune diseases. Over-the-counter medications will be reviewed. Medication misuse, principles of addiction and drug abuse will also be discussed.

**ASDO 6100 - Clinical Dentistry 2a - 28.3 credit hours: Fundamentals - Clinic III:** During the orientation period, students will have initial experiences working in the clinical setting providing a variety of diagnostic, preventive, and anesthesia related procedures on each other while learning to operate and maintain the clinic equipment. Rotations through sterilization and locating equipment, supplies and the procedure for checking out equipment will also be included. **Fundamentals - Dental Anesthesia:** This module covers concepts and techniques related to the administration of local anesthetic agents and nitrous oxide. Course content includes a comprehensive review of pharmacologic agents used to obtain topical and local anesthesia, and nitrous oxide-oxygen analgesia; risk assessment performed during the medical history review; patient selection criteria for choosing appropriate pain management strategies; prevention and treatment of medical emergencies; and patient management during anesthesia and nitrous oxide-oxygen analgesia. **Fundamentals - Operative Dentistry III:** This module is a continuation of the Operative Dentistry (D1) module. This module will expand the students' knowledge of the theory and techniques of operative dentistry. Students will have the opportunity to combine the theoretical understanding and integration of clinical skills with medical science knowledge, develop properly sequenced treatment plan, develop technical skills in operative dentistry through learning more about intracoronal preparation and restorations in single teeth, develop clinical judgment, perform self-assessments, and develop their professional conduct, attitude and appearance. The module will provide students the opportunity to apply clinical and professional skills in a simulated practice environment. **Prosthodontics - Removable Partial Prosthodontics (RPD):** This module is designed to teach students a working nomenclature as well as the necessary design principles for fabricating and delivering high quality removable partial dentures (RPD'S). Students will design eight different RPD'S and learn to write laboratory work authorizations for good laboratory communication. **Prosthodontics - Fixed Prosthodontics:** This module presents an overview of clinical procedures associated with both single unit and fixed partial denture restorations. The primary topics will focus on diagnostic, clinical and theoretical considerations for all-gold, metal-ceramic and all-ceramic single unit restorations with preparation and framework design for metal based fixed partial dentures. To improve understanding of the fabrication process, dental materials utilized in the fabrication and delivery of each restoration type will be summarized. The student will be able to discuss and assess each procedure performed. **Prosthodontics - Fixed Pro LAB:** This module presents an overview of laboratory procedures associated with both single unit and fixed partial denture restorations. The primary topics will focus on diagnostic, clinical and theoretical considerations for all-gold, metal-ceramic and all-ceramic single unit restorations with preparation and framework design for metal based fixed partial dentures. To improve understanding of the fabrication process, dental materials utilized in the fabrication and delivery of each restoration type will be summarized. The student will be able to discuss and assess each procedure performed. **Specialties - Endodontics I:** This course expands upon the dental pulp module in the first year and introduces endodontic treatment technique and procedures. The goal of the pre-clinical endodontic program is to prepare the student to understand, recognize, diagnose and successfully treat diseases of and injuries to the pulp and periapical tissues. Management of common clinical endodontic problems that may be encountered in the practice of general dentistry will be emphasized. **Specialties - OMF Radiology I:** This module will describe the principles of radiographic image acquisition for intraoral and panoramic x-ray modalities, radiobiology, radiation safety, recognition of radiographic anatomy, and interpretation of radiographic pathoses. **Specialties - Introduction to Lasers:** This module will introduce the students to the basic theory and techniques of using lasers in dentistry. They will learn a comprehensive overview of the clinical applications of lasers in contemporary dental practices. Students will learn and understand the basic laser physics, the science behind laser tissue interactions, the operation of various lasers and basic safety aspects. They will comprehend the use of lasers in oral surgery, the full range of therapeutic applications for hard tissue, the indication and contraindications for lasers in periodontal therapy as well as laser-based diagnostics, and future aspects in laser dentistry. The students will have the opportunity to apply their theoretical understanding and will practice their clinical and professional skills in simulated treatments.

**ASDO 6200 - Community Dentistry 2a - 4.0 credit hours: Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum.

## ASDO 6300 - Practice Management and Professional Development 2a - 3.5 credit hours: Evidence Based Dentistry

**I:** This course integrates access to and use of evidence in support of critical decision-making. Students will demonstrate mastery through professional presentation applying concepts associated with the basis of evidence-based approach to clinical practice in answering a specific clinical question. **Collaborative Dental Rounds III:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Professionalism III:** The purpose of this module is to impress upon students the importance of professional behavior in their lives and careers.

## Second Year: Spring Semester

**ASDO 6001 - Fundamentals of Patient Management 2b - 7.3 credit hours: Oral Medicine:** The purpose of this module is to enable students to develop the logical thought processes needed for comprehensive, problem-oriented treatment planning for adult and medically complex patients. Previous didactic information will be utilized as the student applies this knowledge to the assessment and organization of specific patient data. Students will work in groups to prepare several diagnoses and problem lists needed to plan sequenced treatments. Students will also be provided a basic understanding of how various medical disorders can affect oral health and the delivery of dental care. This module is designed to provide students with a basic understanding of how various medical disorders can affect oral health and the delivery of dental care. In addition to learning basic information about common medical conditions, the student learns the process of risk assessment and treatment planning considerations for patients with typical medical disorders. Emphasis is placed on studying and researching various information resources. **Oral Pathology I:** This module provides a comprehensive overview of the variety of diseases and conditions, common and uncommon, which could be encountered in patients seen in a routine dental practice. It encompasses the application of basic principles of pathology orally as well as recognition of pathologic conditions unique to the mouth as well as oral manifestations of systemic disease. This module provides a comprehensive understanding of the etiology, pathogenesis, clinical features and treatment of the myriad of diseases/conditions affecting the oral cavity and head and neck.

**ASDO 6101 - Clinical Dentistry 2b - 17.6 credit hours: Fundamentals - Clinic IV:** During the orientation period, students will have initial experiences working in the clinical setting providing a variety of diagnostic, preventive, and anesthesia related procedures on each other while learning to operate and maintain the clinic equipment. Rotations through sterilization and locating equipment, supplies and the procedure for checking out equipment will also be included. **Fundamentals - Dental Materials:** This course will introduce students to fundamental principles and concepts of dental materials science. The four categories of materials, ceramics, composites, metals and polymers, will be discussed by giving examples of commonly used dental materials. Each material will be evaluated in terms of their molecular structure and physical, mechanical, chemical and biological properties. These materials will subsequently be reviewed from a practical practicing viewpoint as they are later presented in specific clinical-type disciplines. **Prosthodontics - Complete Removable Prosthodontics:** In this module students will learn and apply the clinical skills necessary to create high quality complete dentures as well as nomenclature and concepts relevant to complete dental fabrications. **Prosthodontics - Complete Removable Prosthodontics LAB - 1.6 credit hours:** In this module students will learn and apply the laboratory skills necessary to create high quality complete dentures as well as nomenclature and concepts relevant to complete dental fabrications. **Prosthodontics - Implantology:** The implant module presents basic understanding of the biological aspects necessary for successful implant therapy. **Specialties - TMD:** The emphasis of this course is the recognition, diagnosis and treatment of the most common temporomandibular disorders. The lectures are organized in a sequence which will allow the student to understand the concepts in diagnosis and apply that understanding to the laboratory experiences. **Specialties - Oral Maxillofacial Surgery:** This course is an introductory level didactic presentation of the fundamental concepts of oral and maxillofacial surgery.

Emphasis is placed on the fundamental skills of oral surgery which apply to the practice of general dentistry.

**Specialties - Endodontics II:** This course will acquaint the student with a simulated clinical application of the principles of endodontic therapy. Procedures will be performed on extracted teeth and the progression of the student will be evaluated and monitored throughout the course. As a prerequisite, the student should have an understanding of histology, general tooth anatomy, infection, inflammation and repair. Also, knowledge of managing the medically compromised patient, and systemic diseases. **Specialties - Pediatric Dentistry:** This module will introduce and examine the clinical, operative and behavior management issues relating to Pediatric dentistry. **Specialties - OMF Radiology II:** This module will describe the principles of radiographic image acquisition for intraoral and panoramic x-ray modalities, radiobiology, radiation safety, recognition of radiographic anatomy, and interpretation of radiographic pathoses. **Specialties - Periodontics III:** This intermediate course focuses on the application of basic sciences to clinical problems in periodontology. Students will be able to focus on the classification of periodontal diseases, diagnosis and management of periodontal diseases and non-surgical and surgical treatment. Emphasis will be placed on etiology, pathogenesis, treatment modalities and therapeutic and preventive periodontics in a clinical setting. Students will be able to support their treatment decisions with evidence-based literature.

**ASDO 6201 - Community Dentistry 2b - 3.1 credit hours: Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum.

**ASDO 6301 - Practice Management and Professional Development 2b - 11.7 credit hours: Special Care Dentistry:** This course integrates basic disease processes, epidemiology, demographics, treatment planning, and principles of providing dental treatment for individuals with a wide variety of special needs. These include patients with physical, medical, developmental, and cognitive conditions, which limit the patients' ability to receive routine oral care. In addition, this course will provide oral health professionals with tools to assess the needs of older adults, analyze their often complex medical, physical, and social situations, and provide optimum treatment for each individual.

**Treatment Planning:** The purpose of this module is to enable students to develop the logical thought processes needed for comprehensive, problem-oriented treatment planning for adult and medically complex patients. Previous didactic information will be utilized as the student applies this knowledge to the assessment and organization of specific patient data. Students will work in groups to prepare several diagnoses and problem lists needed to plan sequenced treatments. Students will also be provided a basic understanding of how various medical disorders can affect oral health and the delivery of dental care. This module is designed to provide students with a basic understanding of how various medical disorders can affect oral health and the delivery of dental care. In addition to learning basic information about common medical conditions, the student learns the process of risk assessment and treatment planning considerations for patients with typical medical disorders. Emphasis is placed on studying and researching various information resources. **Behavioral Science I:** This module introduces and reviews the legitimacy, methods, disorders, ethics, and legal components of mental health/substance abuse disorders and social issues that impact the clinical dentist. **Collaborative Dental Rounds IV:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Evidence Based Dentistry II:** This course integrates access to and use of evidence in support of critical decision-making. Students will demonstrate mastery through professional presentation applying concepts associated with the basis of evidence-based approach to clinical practice in answering a specific clinical question. **Professionalism IV:** The purpose of this module is to impress upon students the importance of professional behavior in their lives and careers. **InterProfessional (IPE) Through the Lens of Oral Systemic Disease II:** This course introduces the concepts of telehealth (telemedicine and teledentistry) and will provide a basic understanding of how telehealth brings care to underserved populations utilizing traditional and new technologies. As well, this course is designed to teach students universal communication skills with patients and other healthcare providers.



### Third Year: Fall Semester

**ASDO 7000 - Fundamentals of Patient Management 3a - 6.2 credit hours: Advanced Clinic Seminar I:** This module will utilize small group discussions, lectures and problem-based learning groups in consideration of dental cases that will integrate knowledge of basic and clinical sciences in relation to patient care. **Oral Pathology II:** This module provides a comprehensive understanding of the etiology, pathogenesis, clinical features and treatment of the myriad of diseases/conditions affecting the oral cavity and head and neck.

**ASDO 7100 - Clinical Dentistry 3a - 20.7 credit hours: Fundamentals - Clinic V:** This module will introduce students to earning essential clinical experiences while working with live patients. **Specialties - Orthodontics:** This module will aid students in the recognition and diagnosis of basic orthodontic conditions as well as minor treatment modalities.

**ASDO 7200 - Community Dentistry 3a - 2.0 credit hours: Fundamentals of Community Dentistry III:** The module focuses on community-based health promotion and disease prevention measures to improve the oral health of the population, as well as the characteristics of dental care delivery systems and the social, political, psychological and economic factors affecting utilization within the system. **Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum. **Community Clinical Dentistry I -** This is an orientation and site selection course to prepare for the community clinical dentistry experience in the fourth year.

**ASDO 7300 - Practice Management and Professional Development 3a - 2.0 credit hours: Collaborative Dental Rounds V:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case base learning into the Curriculum. **Reflective Writing Portfolio I:** Reflective writing accompanied by supportive evidence provides a robust methodology to assist in determining student growth towards and attainment of ATSU-ASDOH's 30 program competencies for the graduating general dentist.

### Third Year: Spring Semester

**ASDO 7001 - Fundamentals of Patient Management 3b - 4.8 credit hours: Advanced Clinic Seminar II:** This module will utilize small group discussions, lectures and problem-based learning groups in consideration of dental cases that will integrate knowledge of basic and clinical sciences in relation to patient care.

**ASDO 7101 - Clinical Dentistry 3b - 21.0 credit hours: Fundamentals - Clinic VI:** This module will introduce students to earning essential clinical experiences while working with live patients.

**ASDO 7201 - Community Dentistry 3b - 1.0 credit hours: Fundamentals of Community Dentistry IV:** The module focuses on community-based health promotion and disease prevention measures to improve the oral health of the population, as well as the characteristics of dental care delivery systems and the social, political, psychological and economic factors affecting utilization within the system. **Service Learning:** Students participate in service learning opportunities in the community as part of the community dentistry curriculum. **Community Clinical Dentistry II -** This is an orientation and site selection course to prepare for the community clinical dentistry experience in the fourth year.

**ASDO 7301 - Practice Management and Professional Development 3b - 2.0 credit hours: Collaborative Dental Rounds VI:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Reflective Writing Portfolio II:** Reflective writing accompanied by supportive evidence provides a robust methodology to assist in determining student growth towards and attainment of ATSU-ASDOH's 30 program competencies for the graduating general dentist.

#### Fourth Year: Fall Semester

**ASDO 8000 - Fundamentals of Patient Management 4a - 2.0 credit hours:** Advanced Clinic Seminar III: This module consists of seminars offered on the following topics: Dental Materials Cost Containment in Sim Clinic, Dental Materials Cost Containment, Clinic Management Cost Containment, Good Financial Hygiene, Getting Out and Staying Out of Debt, Legal Entities in Dentistry, Tax Management and Basic Financial Planning, Practice Management Accounting, Retirement Planning and Investments, Employment Issues, Risk Management/Liability Insurance, Marketing Strategies, Disability Insurance.

**ASDO 8100 - Clinical Dentistry 4a - 12.0 credit hours:** Fundamentals - Clinic VII: This module will introduce students to earning essential clinical experiences while working with live patients.

**ASDO 8200 - Community Dentistry 4a - 8.4 credit hours:** Community Clinical Dentistry III: Students will apply their clinical knowledge and skills in external community health centers and partnership sites to practice dentistry under the supervision of adjunct faculty.

**ASDO 8300 - Practice Management and Professional Development 4a - 1.75 credit hour: Collaborative Dental Rounds VII:** The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Reflective Writing Portfolio III:** Reflective writing accompanied by supportive evidence provides a robust methodology to assist in determining student growth towards and attainment of ATSU-ASDOH's 30 program competencies for the graduating general dentist.

#### Fourth Year: Spring Semester

**ASDO 8001 - Fundamentals of Patient Management 4b - 2.0 credit hours:** Advanced Clinic Seminar IV: This module consists of seminars offered on the following topics: Dental Materials Cost Containment in Sim Clinic, Dental Materials Cost Containment, Clinic Management Cost Containment, Good Financial Hygiene, Getting Out and Staying Out of Debt, Legal Entities in Dentistry, Tax Management and Basic Financial Planning, Practice Management Accounting, Retirement Planning and Investments, Employment Issues, Risk Management/Liability Insurance, Marketing Strategies, Disability Insurance.

**ASDO 8101 - Clinical Dentistry 4b - 6.0 credit hours:** Fundamentals - Clinic VIII: This module will introduce students to earning essential clinical experiences while working with live patients.

**ASDO 8201 - Community Dentistry 4b - 8.4 credit hours:** Community Clinical Dentistry IV: Students will apply their clinical knowledge and skills in external community health centers and partnership sites to practice dentistry under the supervision of adjunct faculty.

**ASDO 8301 - Practice Management and Professional Development 4b - 1.75 credit hour:** Collaborative Dental Rounds VIII: The module is a team based module and structured on forming a team of the four classes D1-D4. The main purpose of the module is to integrate the D1 didactic material and the D2 pre-clinical modules with the D3 and D4 clinical experience using evidence-based decision making and case based learning into the Curriculum. **Reflective Writing Portfolio IV:** Reflective writing accompanied by supportive evidence provides a robust methodology to assist in determining student growth towards and attainment of ATSU-ASDOH's 30 program competencies for the graduating general dentist.

### Certificate in Dental Public Health

All ATSU-ASDOH students receive a Certificate in Dental Public Health from the College of Graduate Health Studies (ATSU-CGHS) as part of their dental school curriculum. The certificate consists of five classes from the Master of Public Health with Dental Emphasis degree program. These courses are included in the student's ATSU-ASDOH tuition.

**PUBH 5050 - Introduction to Dental Public Health - 3 credit hours:** This course is a comprehensive introduction to public health and dental public health within the context of the U. S. healthcare system. Course content includes basic organizational arrangements of health services in the United States; the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, and the role and mission of public health organizations, science, philosophy, and practice of dental public health.

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**EPID 6100 - Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**SHMG 6000 - Global Health Issues - 3 credit hours:** Global healthcare is an emerging priority for organizations and governments worldwide because of the impact on international economic stability. Technology, research, and the advancement of healthcare interventions have produced improvements in health outcomes for many. Unfortunately, these advancements have also led to inequalities in health status within and between countries. The world is faced with new challenges such as the potential for pandemics, an aging population, a diminishing healthcare workforce, and the stresses of determining resource allocation. This course explores the many facets of global health to expose the student to the complexity of the concepts that impact healthcare in developing and developed countries.

**PUBH 5500 - Financing Dental Care - 3 credit hours:** This course examines the various ways in which dental care is financed, including mechanisms of payment for providers, third-party plans, salaried and public-financed programs, and federal systems such as Medicare and Medicaid.

### DMD and MPH Dual Degree Program

ATSU and ATSU-ASDOH are proud of the highly successful dual degree program available to dental school students. ATSU-ASDOH and ATSU-CGHS have joined together to offer dental students the unique opportunity to earn their DMD and MPH degrees during their four years in dental school.

The MPH with Dental Emphasis degree program is comprised of a total of fifteen courses. The opportunity to continue with the MPH with Dental Emphasis degree program can begin as early as the second year of dental school. All courses outside of the five required certificate courses for the DMD (10 additional courses) are the financial responsibility of the student.

Dual degree program highlights:

- All class work is completed 100 percent online
- Instruction incorporates directed readings, chat room discussions, and scholarly papers
- Students must complete an MPH practicum

Professionals trained in dental public health are well equipped to work in community health centers, institutes of higher education, non-profit organizations, and local, state, and national government.

For more information, please contact the Academic Advisor for the MPH with Dental Emphasis degree program at CGHS at [cghsacademicadvisors@atsu.edu](mailto:cghsacademicadvisors@atsu.edu).

## Research Clerkships

Student Research Clerkships are designed to ensure that qualified students are selected to participate in research clerkships and that these students are minimally impacted by their absence from class or clinic when participating in such clerkships.

### Guidelines

1. Students eligible to participate in research clerkships include 01 students in their second semester as well as 02, 03 and 04 students.
2. By January 1st of each year, students express an interest in a research clerkship to the Director of Research (DOR).
3. The DOR presents a list of interested students (with their qualifications noted below) to Office of the Associate Dean for Academic Assessment (ADAA) by February 1st to be reviewed by the Academic Progress Committee (APC).
4. The APC approves qualified students.
5. The ADAA advises the DOR of approved students by February 15th.
6. The DOR notifies students by February 28th.
7. Students work with the DOR to coordinate research projects, make travel arrangements, and manage funding issues.
8. The DOR notifies the Research Committee, the Associate Dean for Preclinical Education and Simulation Clinic Operations and/or the Assistant Dean for Comprehensive Care to coordinate dates when qualified students may be excused from class and/or clinic to work on their research projects.
9. The amount of requested time must be initially approved by the DOR to ensure minimal disruption of clinic and class time.
10. For clinical time, the Assistant Dean for Comprehensive Care must have a minimum of 6 weeks notice prior to granting an approved absence request.

Student Qualifications for Research Clerkships:

1. Cumulative GPA of 3.0 or higher.
2. Good academic standing.
3. Has demonstrated a pattern of professional behavior.
4. Approval by the APC.

## *Responsibilities*

### Director of Research (DOR)

- Identifies interested students.
- Works with the APC to ensure qualified students are selected.
- Notifies qualified and unqualified students.
- Oversees project coordination, affiliation agreements, travel arrangements and funding.

### Office of Business Operations

- Ensures spending is within budget.

### Office of the Associate Dean for Academic Assessment (ADAA)

- Gathers student academic qualifications.
- Facilitates selection of qualified students through the APC.

## Master of Science in Orthodontics

The Postgraduate Orthodontic Program at the ATSU-ASDOH is accredited by the Commission on Dental Accreditation of the American Dental Association. The Program is 30 months in length and is composed of clinical training, didactic coursework, teaching experiences, and a research project leading to a research manuscript. ATSU-ASDOH awards a Certificate of Orthodontics & Dentofacial Orthopedics and Master's of Science in Orthodontics to those completing the program. Graduates of the program are educationally qualified to take the Phase III examination of the American Board of Orthodontics. The recommended ADA Accreditation Standards for Dental Specialty and the AAO Recommendations for Orthodontic Specialty are the basis from which the ATSU-ASDOH program was developed.

Approximately 60 percent of residents' time is devoted to clinical treatment, 20 percent to seminars and small-group classes, and the remainder to independent research and teaching. The program also provides orthodontic care for the Society of Saint Vincent De Paul as a service to the community.

Patient care begins within the first week of the program and culminates with comprehensive case treatments at the end of the final year. As part of The Center for Advanced Oral Health and in close cooperation with the Advanced Education in General Dentistry, our orthodontic program provides residents the opportunity for interdisciplinary seminars and treatment of complex cases.

The working hours of the program are 7:30 AM to 5:00 PM, Monday through Friday. Residents are expected to attend special programs that may be held in the evenings or on weekends. In addition, preparation for patient care and didactic courses, as well as research, are expected to require additional time.

Residents will:

- Attend the Tweed Study Course,
- Attend professional conferences,
- Complete rotations in TMD as well as craniofacial rehabilitation, and
- Complete a capstone research project in the field of orthodontics that will be suitable for publication in a major orthodontic journal.

The residents are also exposed to a variety of advanced treatment techniques including temporary anchorage devices (TADs), lingual braces, Invisalign®, soft-tissue lasers, digital orthodontic models and three-dimensional imaging.

Residents will take the American Board of Orthodontics (ABO) written examination prior to graduation and are strongly encouraged to complete the clinical examination and become board certified shortly after graduation.

Residents can expect to start approximately 70-80 new cases during the first year of residency, plus an additional 20-30 transfers during their 30-month residency.

### Length of Program

The Master of Science in Orthodontics program is 30 months in length and consists of 112.5 credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee
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Class of 2023, year 1	\$84,848.00	\$1,150.00
Class of 2022, year 2	\$81,978.00	\$1,150.00
Class of 2021, year 3	\$39,412.00	\$576.00

## Admissions

### Application Process

The application process begins in mid-May of the year prior to anticipated enrollment. Applicants will need to create an account with the American Dental Education Association's (ADEA) Postdoctoral Application Support Service (PASS) and complete the online application. Accounts may be created at <https://portal.passweb.org/>. Deadline for submission is August 15 prior to the fall of anticipated enrollment. ASDOH's Postgraduate Orthodontic Program participates in National Matching Services Inc.'s Postdoctoral Dental Matching Program. Please include your match number on your PASS application. Visit the Postdoctoral Dental Matching Program at <https://www.natmatch.com/dentres/> to obtain your match number.

Contact ATSU Admissions at 866.626.2878, ext. 2237 or [admissions@atsu.edu](mailto:admissions@atsu.edu) for assistance. All materials such as transcripts, board scores, and recommendation letters must be sent to PASS. ATSU Admissions does not accept application materials directly.

The ATSU-ASDOH Postgraduate Orthodontic Program will send a secondary application to applicants via email after receipt of the PASS application. Deadline for submission of the secondary application is September 1.

### Admission Requirements

Applicants for admission to the Postgraduate Orthodontic Program must meet the following requirements prior to matriculation:

1. Doctor of Dental Medicine (DMD) or Doctor of Dental Surgery (DDS) degree or equivalent from a U.S. or Canadian dental school
2. DMD or DDS and state board licensure eligibility
3. National Board Dental Exam (NBDE) scores Part I to apply.
  - a. Passing scores for Part II will be required prior to matriculation.
4. Official GRE or ADAT scores - (GRE Code #0581). Scores older than three years prior to admissions year will not be accepted. Send the GRE scores directly to: ATSU-ASDOH Admissions, 800 W. Jefferson, Kirksville, MO 63501
5. Official college and dental school transcripts (if accepted only)
6. Three ETS® Personal Potential Index (ETS® PPI) evaluations. Information on this form may be found at [www.adea.org](http://www.adea.org).
7. Institutional evaluation form to be submitted by the dean of the applicant's dental school.
  - a. The dean may submit both a Professional Evaluation Form (PEF) and a PPI. Information on both forms may be found at [www.adea.org](http://www.adea.org).
8. Academic PEF to be submitted by the chair, the director, and faculty of the orthodontic department of the applicant's dental school.
  - a. These parties can submit both a PEF and a PPI.

- b. A practicing orthodontic PEF can be used if the applicant has been out of school for 3 or more years.
  9. Email a curriculum vitae to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu)
  10. ATSU-ASDOH Graduate Orthodontics Program secondary application (will be sent to you after PASS application is received)
  11. Application fee of \$70.00 (paid when submitting secondary application)
  12. Matriculants will meet the minimum technology specifications found at:  
<https://its.atstu.edu/knowledgebase/asdoh-post-graduate-orthodontic-program/>
- If an applicant is invited for an interview, the applicant will need to provide a summary of research or poster.

## Transfer Student Admission

ATSU-ASDOH will consider transfer students on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## Transfer Credit

ATSU-ASDOH will consider transfer credit on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## Advanced Standing Admission

ATSU-ASDOH will consider advanced standing on a case-by-case basis. Please contact Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237 for more information.

## Grading

ATSU-ASDOH programs adhere to the University grading scale.

## Grading Criteria

Faculty are encouraged to use grading criteria, when possible, that is based on multiple methods such as examinations, quizzes, papers, projects, presentations, case studies and/or a final examination. Each course should have both formative and summative evaluation methods.

- Except for examinations and quizzes, each assessment method must have a grading criterion matrix (e.g., a grading rubric) established at the time the residents are notified of the assignment.
- Scores from each of the assessments shall be recorded as raw scores (e.g., not adjusted or graded on a bell curve).
- Course grades shall be recorded as raw scores with corresponding letter scores. Final grades for the course shall not be adjusted to a curve.

Residents earning a 79% or below will be required to remediate course content and will receive an "F". When residents successfully complete the remediation process with an 80% or higher, the grade of "F" will be changed to a "B". If the resident does not successfully complete remediation in accordance with the ATSU-ASDOH policies, the grade of "F" will remain. The resident must then retake the course at his or her own expense. This fee is determined by the Finance Office and is based upon a per credit equation.

## Grading Criteria for Pass/Fail Courses



Residents earning a score of 79% or below will be required to remediate course content and will receive an "I" for the course. When students successfully complete the remediation process, the score of "I" will be changed to a "B".

## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described under the MS in Orthodontics with Certificate in Orthodontics & Dentofacial Orthopaedics program. Additional guidelines regarding academic appeals, including grade appeals, promotion, and/or dismissal appeals will be found within the ATSU Policies section, Academic Appeals policy.

## Graduation Requirements

Students in the Postgraduate Orthodontics Program at ATSU-ASDOH must meet the following requirements for graduation. Each student must:

- Successfully complete all prescribed didactic clinical courses and modules ("B" or above)
- Take the American Board of Orthodontics (ABO) written examination (Part I)
- Present six ABO board cases
- Submit a manuscript based on original research to a peer reviewed dental journal

## Curriculum

In addition to the core courses, students must choose three electives.

## Course Descriptions & Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First Year: Fall Semester

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

**ORTH 5000 - Research Methodology - 1 credit hour:** This course is the first in a sequence of four courses, the ultimate goal of which is for the student to propose, conduct, and document a research project that will make a meaningful contribution to scientific knowledge and better the health of the community consistent with the mission of the A. T. Still University. The outcome of this four-course sequence will be a publication-quality paper. In addition, students will be able to use this paper as the basis for requesting funding to carry out further research on their topic. The Research Methodology course will inaugurate this process by providing students with a firm grounding in the process of healthcare research. This will include an understanding of the strengths and weaknesses of the basic types of research studies including case studies, case series, observational studies, clinical trials, and meta-analyses. Students will be required to explore topics and sources of data for their research projects. By the end of this first course students will have developed and submitted a detailed proposal of their research project, including a research question or hypothesis, a review of the literature, and a data acquisition and analysis plan.

**ORTH 5008 - Biomechanics I - 1 credit hour:** In this course, residents will develop a working knowledge of the biomechanical principles used in orthodontic tooth movement and dentofacial orthopedics. The science of biomechanics and biomaterials applied to clinical situations will be stressed. Residents will learn to recognize favorable and unfavorable reactions to force systems, and begin to utilize principles learned in the design of optimal appliances and springs. In addition, residents will learn about the composition, properties and manipulation of modern orthodontic materials including impression materials, bonding and banding cements, ceramic, plastic and metal brackets, orthodontic wires and springs, latex and non-latex elastics, and alastic ties and chains.

**ORTH 5012 - Graduate Head & Neck Anatomy - 1 credit hour:** In this course, the residents will develop a working knowledge of the gross anatomy of the head and neck relevant to the practice of dentistry and in particular the resident's specific specialty (i.e., orthodontics) as well as core knowledge sufficient for appropriate consultation and collaboration with medical colleagues.

**ORTH 5013 - Cell, Oral & Developmental Biology - 1 credit hour:** This course provides the resident with detailed information about cell development, cell structures, membrane flow, signal transduction, apoptotic process, inheritance and early embryogenesis; oral, craniofacial and skull development.

**ORTH 5100 - Introduction to Cephalometrics - 1 credit hour:** In a number of dental specialties (most prominently orthodontics and oral and maxillofacial surgery), the cephalometric technique provides a standard means of description, treatment planning, evaluation, and communication. Technical ability, rather than choice of measurements, is often the limiting factor in cephalometric analysis. This course will emphasize "hands-on" experience with landmark localization, tracing, and measurement.

**ORTH 5101 - Orthodontic Clinic I - 10 credit hours:** The purpose of this course is to educate residents in clinical patient management utilizing Orthodontic Records Taking (ABO Standards), Oral Diagnosis, Treatment Planning, Cephalometrics, Radiology, Orthodontic Appliance Design, Orthodontic Techniques, Dentofacial Orthopedics, Biomechanical Principles, Interdisciplinary Comprehensive Care, and Clinical Orthodontic Treatment/Case Management.

**ORTH 5106 - Orthodontic Literature Review I - 0.5 credit hours:** This course will provide residents with a sound background in current and classical orthodontic and related literature. Articles from the American Board of Orthodontics' suggested reading list are used along with current articles selected by the course director. The articles will be discussed in this course and are supplemented with articles from Orthodontic Seminars.

**ORTH 5110 - Orthodontic Seminar I - 5 credit hours:** This course provides the resident with basic scientific information in biomechanical principles, and orthodontic techniques required to diagnose, treatment plan, correct routine and complex malocclusions of the growing and skeletally mature patient.

**ORTH 5114 - Orthognathic Surgery I - 1 credit hour:** This seminar is designed to provide the resident with the knowledge to diagnose a surgical case, take proper surgical records, develop a problems list, treatment objectives, establish a surgical treatment plan and learn how to do model surgery and construct a surgical splint.

### First Year: Spring Semester

**EPID 6100 - Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**ORTH 5001 - Data Analysis - 1 credit hour:** This course is designed to complement the Research Methodology course and will run concurrently with it. In the Methodology course, students will learn about the various types of research studies with the outcome of developing a proposal for a project. The Data Analysis course provides students with the tools to conduct and analyze this project. In a sense, Research Methodology will answer the question "what" and Data Analysis will provide the "how." Students will master the basics of statistical analyses as applied to the health sciences, including data presentation and summary measures, probability and probability distributions, measures of association, hypothesis testing, and modeling. Using statistical software packages, students will gain hands-on experience in analyzing data and interpreting results. Emphasis will be placed on understanding the results of an analysis, rather than simply reporting statistical output. By the end of this course, students will be able to specify the appropriate statistical analyses for their personal research project. They will also have the skills to be discerning consumers of scientific literature and be capable of applying data analytic skills to future research endeavors.

**ORTH 5005 - Craniofacial Growth & Development I - 1 credit hour:** In this course, the residents will be provided with sound scientific background of physical and craniofacial growth that will allow each resident to recognize and manage patients with both normal and abnormal growth.

**ORTH 5007 - Graduate Oral & Maxillofacial Pathology - 1 credit hour:** The purpose of the course is to provide students a graduate level training experience in Oral and Maxillofacial Pathology. The course will serve to review and reinforce basic oral pathology learned in the pre-doctoral curriculum as well as expand and discuss more advanced and controversial topics. A portion of the course will be case based; applying principles of problem based learning where critical thinking and solving problems is emphasized. This later approach will focus on the patient's presenting signs and symptoms, and through the application of basic principles of the biomedical sciences, work toward developing a differential diagnosis, establishing a definitive diagnosis and deciding on the most appropriate course of treatment for the individual patient. The course will include the etiology, pathogenesis, clinical and microscopic features, treatment and prognosis, as well as differential diagnosis important for the practicing specialist in orthodontics.

**ORTH 5009 - Biomechanics II - 2 credit hours:** In this course, residents will develop a working knowledge of the biomechanical principles used in orthodontic tooth movement and dentofacial orthopedics. The science of biomechanics and biomaterials applied to clinical situations will be stressed. Residents will learn to recognize favorable and unfavorable reactions to force systems, and begin to utilize principles learned in the design of optimal appliances and springs. In addition, residents will learn about the composition, properties and manipulation of modern orthodontic materials including impression materials, bonding and banding cements, ceramic, plastic and metal brackets, orthodontic wires and springs, latex and non-latex elastics, and alastic ties and chains.

**ORTH 5014 - Graduate Occlusion - 1 credit hour:** This course will provide an overview of contemporary occlusal concepts and their evolution, establish a working knowledge of occlusion as it relates to diagnosis, treatment planning and treatment, and promote interaction among dental providers and specialists in the treatment of patients with occlusal problems and/or disturbances.

**ORTH 5015 - Graduate Oral Radiology - 0.5 credit hours:** In this course, the resident will develop advanced skills in panoramic, cephalometrics radiology and Direct Dental Imaging, both intraorally and extraorally as well as Cone Technology Digital Imagery.

**ORTH 5102 - Orthodontic Clinic II - 10 credit hours:** The purpose of this course is to educate residents in clinical patient management utilizing Orthodontic Records Taking (ABO Standards), Oral Diagnosis, Treatment Planning, Cephalometrics, Radiology, Orthodontic Appliance Design, Orthodontic Techniques, Dentofacial Orthopedics,

Biomechanical Principles, Interdisciplinary Comprehensive Care, and Clinical Orthodontic Treatment/Case Management.

**ORTH 5107 - Orthodontic Literature Review II - 0.5 credit hours:** This course will provide residents with a sound background in current and classical orthodontic and related literature. Articles from the American Board of Orthodontics' suggested reading list are used along with current articles selected by the course director. The articles will be discussed in this course and are supplemented with articles from Orthodontic Seminars.

**ORTH 5111 - Orthodontic Seminar II - 5 credit hours:** This course provides the resident with basic scientific information in biomechanical principles, and orthodontic techniques required to diagnose, treatment plan, correct routine and complex malocclusions of the growing and skeletally mature patient.

**ORTH 5115 - Orthognathic Surgery II - 1 credit hour:** This seminar is designed to provide the resident with the knowledge to diagnose a surgical case, take proper surgical records, develop a problems list, treatment objectives, establish a surgical treatment plan and learn how to do model surgery and construct a surgical splint.

**PUBH 5400 - Dental Public Health Ethics - 3 credit hours:** This course explores a variety of ethical dimensions and issues found in dental public health. The overall goal is to help familiarize students with specific examples and topics, as well as the variety of ethically relevant information that might be considered and some of the theoretical frameworks and concepts that can be utilized to help analyze and address these issues. We will also explore some of what makes public health ethics different from professional ethics, clinical ethics, medical ethics, and/or research ethics.

## **Second Year: Fall Semester**

**MHAD 6050 - Managing Human Resources - 3 credit hours:** The focus of this course is workforce planning, recruitment, hiring, supervision, motivation, training, evaluation, and overall leadership of staff members in healthcare organizations. Emphasis is placed on building strategies to manage both individual employees and teams of employees. Students also will study methods for handling difficult or under-performing employees. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 6070 - Managing Teams - 3 credit hours:** This course takes a macro perspective in managing teams of employees. A case study approach is used to explore topics such as team development, motivation, coaching, and incentives. Students will have the opportunity to build team management plans for their own use in current or future healthcare roles.

**MHAD 7100 - Healthcare Strategic Planning and Marketing - 3 credit hours:** This course presents a general overview of the strategic planning and marketing processes in health service organizations. In comparison to operational management, this course will emphasize the planning function of health care management with an external or strategic orientation. In addition, students will be introduced to a variety of marketing topics, strategies, and creative approaches, as well as an understanding of the development and execution of marketing techniques. Examples from a wide variety of healthcare provider applications are used. This course includes a field-work assignment that can be completed in-person or virtually.

**ORTH 5002 - Research Writing I - 0.5 credit hours:** In this course, the resident will examine in practical terms the elements required for the successful publication of a medical/dental journal article or clinical case review. The ability to present information in a clear and precise manner is a prerequisite for any professional writing. Working in the

context of the individual student's research paper, emphasis will be placed on proper language usage, the principles of composition, and developing a readable style. Students will explore appropriate peer-reviewed journals, including electronic publications, to which to submit their papers for publication and the specific requirements of these journals, including reference and format styles.

**ORTH 5010 - Biomechanics III - 1 credit hour:** In this course, residents will further develop their working knowledge of the biomechanical principles used in orthodontic tooth movement and dentofacial orthopedics. The application of biomechanics and biomaterials to clinical situations will be stressed. Residents will learn to recognize favorable and unfavorable reactions to force systems, and begin to utilize principles learned in the design of optimal appliances and springs.

**ORTH 5011 - Essentials of Teaching - 1 credit hour:** In this course, residents will be introduced to various educational methodologies and philosophies in teaching and learning in order to prepare them to teach in the predoctoral program.

**ORTH 5103 - Orthodontic Clinic III - 10 credit hours:** The purpose of this course is to educate residents in clinical patient management utilizing Orthodontic Records Taking (ABO Standards), Oral Diagnosis, Treatment Planning, Cephalometrics, Radiology, Orthodontic Appliance Design, Orthodontic Techniques, Dentofacial Orthopedics, Biomechanical Principles, Interdisciplinary Comprehensive Care, and Clinical Orthodontic Treatment/Case Management.

**ORTH 5108 - Orthodontic Literature Review III - 0.5 credit hours:** This course will provide residents with a sound background in current and classical orthodontic and related literature. Articles from the American Board of Orthodontics' suggested reading list are used along with current articles selected by the course director. The articles will be discussed in this course and are supplemented with articles from Orthodontic Seminars.

**ORTH 5112 - Orthodontic Seminar III - 5 credit hours:** This course provides the resident with basic scientific information in biomechanical principles, and orthodontic techniques required to diagnose, treatment plan, correct routine and complex malocclusions of the growing and skeletally mature patient.

**ORTH 5116 - Orthognathic Surgery III - 1 credit hour:** This seminar is designed to provide the resident with the knowledge and experience to diagnose, develop a problems list, treatment objectives and design an orthognathic surgical treatment plan.

## Second Year: Spring Semester

**ORTH 5003 - Research Writing II - 0.5 credit hours:** In this course, the resident will examine in practical terms the elements required for the successful publication of a medical/dental journal article or clinical case review. By the end of this course students will have completed and submitted their research paper. In this course, students will use their research project papers as a basis of applying for funding for a future project. This project will better the health of the community consistent with the mission of the A. T. Still University. Students will be introduced to the theory and practice of grant writing and identifying sources of funding. Using this knowledge, students will identify possible sources of funding, write grant applications tailored to the requirements of these sources, submit these applications, and follow-up as needed. Students will also learn about the history, rationale, and mechanics of institutional review boards.

**ORTH 5006 - Craniofacial Growth & Development II - 1 credit hour:** This course provides sound scientific background of physical and craniofacial growth that will allow each orthodontic resident to recognize and manage both normal and abnormal growth patients. Several specific syndromes will be presented with clinical relevance.

**ORTH 5104 - Orthodontic Clinic IV - 10 credit hours:** The purpose of this course is to educate residents in clinical patient management utilizing Orthodontic Records Taking (ABO Standards), Oral Diagnosis, Treatment Planning, Cephalometrics, Radiology, Orthodontic Appliance Design, Orthodontic Techniques, Dentofacial Orthopedics, Biomechanical Principles, Interdisciplinary Comprehensive Care, and Clinical Orthodontic Treatment/Case Management.

**ORTH 5109 - Orthodontic Literature Review IV - 0.5 credit hours:** This course will provide residents with a sound background in current and classical orthodontic and related literature. Articles from the American Board of Orthodontics' suggested reading list are used along with current articles selected by the course director. The articles will be discussed in this course and are supplemented with articles from Orthodontic Seminars.

**ORTH 5113 - Orthodontic Seminar IV - 5 credit hours:** This course provides the resident with basic scientific information in biomechanical principles, and orthodontic techniques required to diagnose, treatment plan, correct routine and complex malocclusions of the growing and skeletally mature patient.

**ORTH 5117 - Orthognathic Surgery IV - 1 credit hour:** This seminar is designed to provide the resident with the knowledge and experience to diagnose, develop a problems list, treatment objectives and design an orthognathic surgical treatment plan.

### Third Year: Fall Semester

**ORTH 5004 - Research - 6 credit hours:** This course is designed to monitor the progress made by all residents on their research project.

**ORTH 5105 - Orthodontic Clinic V - 10 credit hours:** The purpose of this course is to educate residents in clinical patient management utilizing Orthodontic Records Taking (ABO Standards), Oral Diagnosis, Treatment Planning, Cephalometrics, Radiology, Orthodontic Appliance Design, Orthodontic Techniques, Dentofacial Orthopedics, Biomechanical Principles, Interdisciplinary Comprehensive Care, and Clinical Orthodontic Treatment/Case Management.

### Other Courses

#### Electives

**PUBH 5850 - Community Health and Social Media - 3 credit hours:** In this course, students will learn about the history and use of multiple types of social media in community health at the local, state, and federal levels. The ethics of using social media, current accepted standards, and best practices in using social media in a community health setting will be covered. Students will practice using multiple forms of social media and create a community health social media campaign.

**PUBH 5800 - Community Health Informatics - 3 credit hours:** The course will introduce students to the field of health informatics and its application to public health. Students will learn fundamental principles of computer science and computer information technology. They will apply these principles to understanding proper use of healthcare data

and its inherent pitfalls concerning privacy, security, ethics, and data interoperability. The course will also provide an overview of the use of networking technology in the collection and distribution of health information, with emphasis on electronic and personal health records. Focus will be given to clinical application of informatics tools in evidence-based medicine, epidemiology, bioinformatics, imaging, and research. Students will also utilize publicly available information systems, such as national vital statistics, pertaining to morbidity data and environmental public health.

**SHMG 6000 - Global Health Issues - 3 credit hours:** Global healthcare is an emerging priority for organizations and governments worldwide because of the impact on international economic stability. Technology, research, and the advancement of healthcare interventions have produced improvements in health outcomes for many. Unfortunately, these advancements have also led to inequalities in health status within and between countries. The world is faced with new challenges such as the potential for pandemics, an aging population, a diminishing healthcare workforce, and the stresses of determining resource allocation. This course explores the many facets of global health to expose the student to the complexity of the concepts that impact healthcare in developing and developed countries.

**MHAD 6250 - Health Services in the US - 3 credit hours:** This course provides a comprehensive overview of the U.S. healthcare system. Healthcare terminology, concepts, critical issues, and a description of existing delivery systems are presented. The organization, delivery, financing, payment, and staffing of the U.S. healthcare system are discussed, along with issues related to competition, regulation, technology, access, quality, primary care, long-term care, mental health, and ethics. This course includes a field-work assignment that can be completed in-person or virtually.

**PUBH 6100 - Identifying Community Health Needs - 3 credit hours:** Needs and capacity assessment strategies are designed for people planning to practice within the fields of public health, health promotion, or health education. Students take an in-depth look at individual, group, and self-directed assessment strategies. This course gives students an opportunity to practice learned skills, decipher what assessments are best for a given situation, and learn how to implement their new skills within their professional environments.

# ASHS

ARIZONA SCHOOL OF HEALTH SCIENCES



Dear Student,

Welcome to the Arizona School of Health Sciences and A.T. Still University. As a new student you are joining a proud University with a long history of educating healthcare professionals ready to deliver quality, compassionate whole person healthcare. The Arizona School of Health Sciences, now in its 25th year, proudly educates and graduates students who have selected Physical Therapy, Athletic Training, Physician Assistant Studies, Occupational Therapy, and Audiology as their professional careers. The Arizona School of Health Sciences houses 13 degree programs including the spectrum of professional education from entry level masters and doctorate degrees to post professional degrees to residency programs. As a school we are dedicated to your success and strive to create a learning centered environment to support information.

On behalf of the administration, faculty and staff, I welcome you again and wish you every success in your academic endeavors.

Sincerely,

Ann Lee Burch, PT, MPH, EdD

Dean, Arizona School of Health Sciences

## About ATSU-ASHS

### Program Accreditation

The Post-professional Athletic Training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE), 2201 Double Creek Drive, Ste. 5006, Round Rock, TX 78664, phone: 512.733.9700

The entry-level, residential Doctor of Audiology program (AuD) at the Arizona School of Health Sciences, a school of A.T. Still University of Health Sciences, is accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association at 2200 Research Boulevard #310, Rockville, MD 20850. Phone: 800-498-2071 or 301-296-5700

The Occupational Therapy program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA): ACOTE c/o Accreditation Department, American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20824-1220, phone 301-652.2682. ACOTE Website: [www.acoteonline.org](http://www.acoteonline.org)

The residential Doctor of Physical Therapy program at A.T. Still University of Health Sciences is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax St., Alexandria, VA 22314; telephone: 703-684-2782; email: [accreditation@apta.org](mailto:accreditation@apta.org); website: [www.capteonline.org](http://www.capteonline.org).

The Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) has granted Accreditation-Continued status to the Physician Assistant Program sponsored by A.T. Still University Arizona School of Health Sciences. Accreditation-Continued is an accreditation status granted when a currently accredited program is in compliance with the ARC-PA Standards. Accreditation remains in effect until the program closes or withdraws from the accreditation process or until accreditation is withdrawn for failure to comply with the Standards. The approximate date for the next validation review of the program by the ARC-PA will be March 2024. The review date is contingent upon continued compliance with the Accreditation Standards and ARC-PA policy. The address and telephone number of this agency is 12000 Findley Road, Suite 275, Johns Creek, GA, 30097; 770.476.1224, Fax: 770.476.1738.

### State Licensing

Please see the State Licensing section under About ATSU for information related to degree-granting authority by The Arizona State Board for Private Postsecondary Education and A.T. Still University's participation in nc-SARA.

### Contact ASHS

A.T. Still University - Arizona School of  
Health Sciences  
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Mesa, AZ 85206  
[www.atsu.edu/ashs](http://www.atsu.edu/ashs)

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Physician Assistant Department Michelle DiBaise, DHSc, PA-C, DFAAPA Professor, Chair, Physician Assistant Studies 480.219.6058 mdibaise@atsu.edu	Physical Therapy Department James Farris, PT, PhD Professor, Chair, Physical Therapy 480.219.6044 jfarris@atsu.edu
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Melissa Conrad  
Executive Assistant to the Dean  
480.219.6155  
meisenmann@atsu.edu

## ATSU-ASHS School Policies

The following policies or guidelines apply to all programs at ATSU-ASHS.

### General Admission Requirements

The following requirements apply to every program and must be met by every applicant to be considered for admission.

#### *Application Process*

The Arizona School of Health Sciences (ATSU-ASHS) offers many programs in the areas of athletic training, audiology, occupational therapy, physician assistants, and physical therapy. Specific application information is included with each program.

Applicants who wish to be considered for more than one program must submit a separate application and fee, official test scores (if applicable), transcripts, and references for each health sciences program. Acceptance to ATSU-ASHS is to a specific program and is not transferable to other programs. Application materials are not transferable from one application year to another.

#### *English Proficiency*

All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University.

Written and reading proficiency in the English language may be demonstrated by one of the following options:

- Option 1 - English is my first language
- Option 2 - Graduated from a regionally accredited four-year university or college in the United States (minimum B.A. or B.S.)

- Option 3 – You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL) or the International English Testing Service (IELTS)
  - Acceptable TOEFL minimal scores for ATSU-ASHS applications are:
    - Internet based total score = 80
  - Acceptable IELTS scores are an overall band score of 6.5

NOTE: some programs may require TOEFL sub score minimums. Please refer to the individual program website or catalog page to determine if sub scores are required.

The TOEFL is administered by TOEFL/TSE Services, PO Box 6151, Princeton, NJ, 08541-6151, USA (609) 771-7100. Information is available on the Internet at [www.toefl.org](http://www.toefl.org) and A.T. Still University's institutional code is 0339.

### *International Student Admission*

All programs may accept international students. Prior to application, international applicants should review the program information in this catalog for program-specific requirements and contact the Admissions for current information on the application process.

Applicants who have graduated from a non-US college or university must submit acceptable evidence of U.S. degree and/or course equivalency. Applicants must have foreign transcripts evaluated by an evaluation service specializing in foreign transcript evaluation. The evaluation must state that the transcript(s) reflect an equivalency of a U.S. degree.

### *Foreign Evaluation Services*

Below is a list of credentialing agencies. Please check with Admissions to verify which agencies are acceptable to the specific program for which you are applying. An official copy of the transcript evaluation must be provided to Admissions.

Educational Credential Evaluators, Inc.  
P.O. Box 514070  
Milwaukee, WI 53203-3470  
414.289.3400

International Education Research  
Foundation, Inc.  
P.O. Box 66940  
Los Angeles, CA 90066  
310.390.6276

Josef Silny & Associates, Inc.  
7101 SW 102 Avenue  
Miami, FL 33171  
305.273.1616

World Evaluation Service Inc.  
P.O. Box 745 Old Chelsea Station  
New York, NY 10113-0745  
212.966.6311

International Credentialing Associates, Inc.  
7245 Bryan Dairy Road  
Largo, FL 33777  
727.549.8555

International Consultants of Delaware  
P.O. Box 8629  
Philadelphia, PA 19101-8629  
215.222.8454

Foreign Credentialing Commission on  
Physical Therapy  
124 West Street South, 3rd Floor  
Alexandria, VA 22314  
703.684.8406

University of Texas at Austin Robert Watkins  
– Graduate and International Admissions  
Center  
2608 Whitis Avenue  
Austin, TX 78712

### *Selection of Applicants*

The Admissions Committee for each program seeks those individuals capable of meeting the academic standards of ATSU-ASHS and its programs. Completed applications in compliance with minimum admission requirements are reviewed on the basis of some or all of the following areas: the quality of academic performance, professional exposure, work and life experiences, and recommendations.

The Admissions Committee reserves the right to accept, reject, or defer any application. Applicants are notified following the Committee's decision on their status. Successful applicants are granted a specified time period to notify the Admissions Department of their intention to enroll. After acceptance, matriculation is subject to the satisfactory completion and verification of all academic and admission requirements.

### *Transfer Credit*

Transfer credit is accepted on a case-by-case basis and per program requirements.

### *Advanced Credit*

Advanced credit is defined at ATSU-ASHS as credit awarded in professional programs based on a prior learning assessment. Credit will be awarded for specific advanced standing categories or for listed courses in the plan of study. [Transitional] Doctor of Audiology and [Transitional] Doctor of Physical Therapy applicants must submit requests for advanced credit using the Evaluation of Practicing Audiologists (EPAC) or by submitting a physical therapy professional portfolio, respectively.

Petitions for advanced credit in other programs must be submitted in writing to the Admissions Department. All transcripts, admission forms, and supporting documentation must be completed and received by the University before advanced credit will be considered.

## **Minimal Technical Standards for Admission and Matriculation**

### *Statement of Diversity and Inclusion*

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

The holder of a health sciences professional degree must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to carry out the activities described below,

candidates for a degree in Athletic Training, Audiology, Human Movement, Health Sciences, Occupational Therapy, Physical Therapy, and Physician Assistant Studies, must be able to consistently, quickly, and accurately integrate, analyze, and synthesize data.

A candidate for the doctoral or Master of Science degree at ATSU-ASHS must possess abilities and skills in seven identified categories, including observation; communication; motor; sensory; strength, mobility and endurance; intellectual, (conceptual, integrative, and quantitative); and behavioral and social. These abilities and skills are defined as follows:

- **Observation:** Candidates and students must have sufficient uncorrected or corrected visual acuity, depth perception, and color perception to be able to observe demonstrations, experiments, and laboratory exercises in the basic and clinical sciences. They must be able to observe a patient accurately at a distance of 20 feet and up close. Vision must be sufficient to utilize clinical instrumentation; identify dissected nerves and landmarks on anatomical structures such as the tympanic membrane; observe motion; and evaluate posture, locomotion and movement in a clinical setting. Adequate visual capabilities are necessary for proper evaluation and treatment integration, including the assessment of symmetry, range of motion, and tissue texture changes.
- **Communication:** Candidates and students must possess formal and conversational speech and language skills in English. They must be able to write, read and comprehend classroom lecture and assessment materials, technical reports, diagnostic and treatment reports and professional correspondence in English. They must be able to speak, hear (with or without the use of amplification and/or other assistive technology), and observe patients in order to elicit information; examine and treat patients; describe changes in mood, activity, and posture; and perceive nonverbal communication. They must be able to communicate effectively and sensitively with patients. They must be able to communicate effectively in oral and written form with all members of the healthcare team.
- **Motor:** Candidates and students must have sufficient motor functions to execute movements required to perform laboratory exercises and provide clinical care. Such actions require coordination of both gross and fine motor movements and equilibrium, and functional use of the senses of touch and vision.
- **Sensory:** Candidates and students must have functional use of sensory skills such as tactile discrimination and proprioception for classroom, laboratory and clinical experiences. Functional use of hearing and vision are also required and are described in sections above.
- **Strength, mobility and endurance:** Candidates and students must have sufficient upright posture, balance, flexibility, mobility, strength and cardiovascular endurance for standing, sitting, lifting moderate weight and participating in classroom, laboratory and clinical experiences.
- **Intellectual (conceptual, integrative, and quantitative):** Candidates and students must be able to engage in activities of discovery, measurement, calculation, reasoning, analysis, and synthesis. Problem solving, the critical skill demanded of health professionals, requires all of these intellectual abilities. In addition, candidates and students should be able to comprehend three-dimensional relationships and understand the spatial relationships of structures.
- **Behavioral and social:** Candidates and students must possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of all academic requirements and responsibilities attendant to the diagnosis and care of patients. Candidates and students must be able to develop mature, sensitive, and effective relationships with patients. Candidates and students must be able to adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, respect for differences, interpersonal skills, interest, and motivation are all personal qualities that will be assessed during the admission and educational processes.

### *Additional Information*

Please see the Master of Science in Physician Assistant Studies and Physical Therapy (Residential), DPT sections for program-specific minimal technical standards.

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

### *Applying for Academic Adjustments*

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments, or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

## **Immunizations, Immunity, Screening and Certification for ATSU-ASHS Residential Programs**

ATSU-ASHS requires all residential students to provide documented proof of completion of all required ATSU-ASHS immunizations, immunity, screenings and certifications prior to matriculation. These requirements also span the duration of enrollment at ATSU-ASHS. Students are responsible for covering the cost for all immunizations, screenings and certifications. Additional immunizations; titers or screenings may be required per individual clinical site specifications as well.

ATSU-ASHS Student Risk Management requirements are updated annually and therefore subject to change.

### **CPR - Certification for BLS/Basic Life Support Cardiopulmonary Resuscitation Certification**

- Certification must be the BLS Provider or Healthcare Provider level certification. Individual programs may have additional requirements.
- Must be Adult & Child AED level certification
- First Aid Certification does NOT meet this requirement

### **Hepatitis B**

- Documentation of two (2) dose series of Heplisav-B or three (3) dose series of Engerix-B, Recombivax or Twinrix Hepatitis B vaccine. Series must be started prior to matriculation and completed per prescribed timeline.
- OR documentation of a positive blood test (titer) of immunity to Hepatitis B
- OR Declination statement. Available upon request

### **MMR - Measles Mumps and Rubella**

- Documentation of two (2) dose series of MMR vaccine. Series must be started prior to matriculation and completed per prescribed timeline.
- OR documentation of a positive of immunity to each of Measles Mumps and Rubella

### **Physical Exam**

- Documentation of a physical exam within twelve (12) months of matriculation
- This is a pre-matriculation requirement only

### **Tuberculosis (TB) Testing**

- Documentation of a negative two (2) step PPD skin test or one (1) negative QuantiFERON TB Gold or T-Spot blood test within twelve (12) months of matriculation
- OR documentation of a normal/clear chest x-ray AND documentation of the previous positive testing results.
- This is an annual testing requirement.

#### **Tdap - Tetanus Diphtheria and Pertussis (Whooping Cough)**

- Documentation of one (1) adult dose of Tdap vaccine within ten (10) years of matriculation
- DPT (infant dose) or Td vaccinations do NOT meet this requirement

#### **Varicella – Chicken Pox**

- Documentation of two (2) dose series of varicella vaccine. Series must be started prior to matriculation and completed per prescribed timeline
- OR documentation of a positive immunity to Varicella
- History of this disease does NOT meet this requirement

#### **Influenza – Post-matriculation requirement**

- Documentation of seasonal Influenza vaccination - DUE ANNUALLY BY OCTOBER 1st
- This is an annual requirement for the duration of enrollment

#### **Immunization Exemptions**

Under certain religious, health circumstances or personal belief, a request for exemption from Risk Management requirements may be granted. However, ATSU cannot guarantee placement in clinical rotations when this exemption is granted. Consequently, students receiving an exemption from Risk Managements requirements may take longer to complete the curriculum and graduate, or the student may not be able to complete the curriculum and graduate.

### **Minimum Technology Specifications**

#### *Residential Programs*

Please visit <http://its.atsu.edu/knowledgebase/ashs-residential-technology-requirements> to review the minimum technology specifications for students accepted to ATSU-ASHS programs.

#### *Online Programs*

Please visit <http://its.atsu.edu/knowledgebase/ashs-online-programs-technology-requirements> to review the minimum technology specifications for students accepted to ATSU-ASHS programs.

### **Auditing a Course**

The following information pertains to currently enrolled ATSU-ASHS students.

Requests to audit a course should go to the program director or chair of the department under which the course is offered and to the program director or chair of the student's department, if different. All requests must be approved in writing.

Students may be allowed to sit in class and may participate only on a space available basis.

Students who audit a course are expected to attend classes on a regular basis. Satisfactory completion of a course for audit will be determined by the instructor and will be recorded on the student's transcript as an AU (audit) or other appropriate indicator. No letter grade will be awarded for an audited course.



An audited course may not be changed to a course for credit or vice versa.

Questions concerning the audit policy should be directed to the student's program director or department chair.

## Grading

ATSU-ASHS programs adhere to the University grading scale.

### *Incomplete*

Those students whose work at the end of a course is incomplete due to illness or other circumstances beyond their control may be given, at the instructor's discretion, a grade of Incomplete. It is the responsibility of the student to contact the instructor to receive a grade of "I".

The student's instructor will complete an Incomplete Agreement Form, which outlines requirements for course completion and completion date. The completion date must be within one year unless special arrangements have been made with the Dean. The instructor must complete this form prior to the end of the semester or quarter before a grade of "I" can be issued.

After the instructor and student have signed the agreement, it must be approved by the appropriate department chair. Upon approval, the department chair will send the original form to Enrollment Services. The instructor may then record the "I" on the final grade sheet for the course.

When the student has completed the course work, the instructor will file a Change of Grade Request Form with the department chair who will forward it to Enrollment Services. If the work is not finished within the period of time specified in the agreement, the grade will become an "F" unless otherwise noted in "section a" of the agreement.

### *Appealing a Grade*

Students who wish to file an academic appeal concerning a course grade should visit the Academic Appeals policy located within the ATSU Policies section of the Catalog.

### *Academic Warning*

Students demonstrating unacceptable performance in any unit of study during any phase of their program may be notified of such performance by the instructor of the course, program director or department chair as soon as it becomes evident. The student may be notified verbally or in writing that continued poor academic performance could lead to academic probation and dismissal. The instructor will also discuss the resources available to students for academic assistance.

### *Academic Probation*

The quality of an educational program can be measured by the academic performance of its students. With regard to academic performance, standards are set to insure that the integrity of the program and institution are maintained. Consistent with academic norms and in the exercise of professional judgment, each ATSU-ASHS department shall determine and shall provide to students (1) the standards of academic performance and (2) the standards of progression.

A student who fails to meet the department's standards of academic performance will be placed on academic probation and shall be notified of such, in writing, by the relevant department chair. Such notice shall identify the academic standards which the student has failed to meet and will advise the student that continued failure to meet

such standards may result in delay in graduation or dismissal. Copies of any academic probation notice shall be sent to the Dean and Enrollment Services.

### *Academic Dismissal*

Any student who does not meet the department's standards for progression will receive a written notice of dismissal from the department chair. Decisions regarding dismissal are made on an individual basis consistent with academic norms and in the exercise of professional judgment after considering all pertinent circumstances. The department chair's decision will be based on a recommendation from the department faculty, the student's academic record, department standards of progression and information from the student and other individuals as appropriate. The department chair will notify the student and Dean of the decision, which notice shall describe the significant facts and reasons for dismissal. The student has the right to appeal the decision as outlined in the appeal process.

### *Dismissal Appeal Process*

Dismissal by a department may be appealed, in writing, to the Dean no later than seven calendar days following receipt of notification of the department chair's decision of dismissal. Such notice of appeal from the student shall include a statement of reasons why dismissal is inappropriate. The Dean shall review the notice of dismissal, notice of appeal, significant facts and reasons for dismissal in light of the department's standards of progression, academic norms and professional judgment. The Dean may meet in person with the student if indicated and shall notify the department chair and student of the decision no later than seven academic days following receipt of the student's appeal. Such notice shall describe the basis for the decision.

The highest level of appeal within the school is the Dean or Dean's designee. Students who wish to appeal a Dean's decision regarding promotion or dismissal should review the Academic Appeals Policy: Promotion and/or Dismissal Decisions.

## **Degree Completion**

Students are expected to complete their degree within the program's standard plan of study. In circumstances where additional time is needed, and with approval of the appropriate chair, students will have a maximum degree completion timeline of five (5) years for a master's program and seven (7) years for a doctoral program from the time of initial enrollment. Failure to complete a degree program within the specified period will lead to a loss of some or the entire student's previously earned course credits, or dismissal from the program.

## **Required Modules**

### *HIPAA Training*

ATSU-ASHS requires that all residential students complete Health Information Portability & Accountability Act (HIPAA) training. ATSU-ASHS provides a detailed review of HIPAA and focuses on the patient privacy and data security issues that will have the most impact on the practice of healthcare workers. HIPAA education provides a definition and discussion of current and forthcoming HIPAA initiatives regarding patient privacy and data security, a review of reforms that have been identified for implementation and the information to help healthcare workers comply with new guidelines. Training is offered online by ATSU and must be completed prior to any clinical education.

### *Bloodborne Pathogens Training*

Universal precautions and blood borne pathogens training will be provided to ATSU-ASHS students. Universal precautions and blood borne pathogens training must be updated annually and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure and reflect changes in technology that eliminate or reduce exposure. Universal precautions and blood borne pathogens training must be completed and documented prior to entering any clinical education.

### *Biohazards*

All faculty and students who use the anatomy laboratory will be instructed on the potential hazards and understand the steps to be taken in the event that injury or accidents occur. See Policy Manual for Hazardous Materials and Personal Safety.

## Departments and Programs

- Department of Interdisciplinary Health Sciences
  - Athletic Training (Online), DAT
  - Athletic Training (Residential), MS
  - Clinical Decision Making, Graduate Certificate
  - Leadership and Education, Graduate Certificate
  - Orthopaedics, Graduate Certificate
  - Rehabilitation, Graduate Certificate
  - Sport Neurology and Concussion, Graduate Certificate
- Department of Audiology
  - Audiology (Residential), AuD
  - Audiology [Postprofessional] (Online), AuD
  - Audiology [Transitional] (Online), AuD (TEACH OUT)
- Department of Occupational Therapy
  - Occupational Therapy (Residential), OTD
  - Occupational Therapy (Residential), MS
- Department of Physician Assistant
  - Physician Assistant Studies (Online), MS (TEACH OUT)
  - Physician Assistant Studies (Residential), MS
  - Medical Sciences (Online), DMSc
- Department of Physical Therapy
  - Physical Therapy [Postprofessional] (Online), DPT
  - Physical Therapy (Residential), DPT
  - Neurologic Physical Therapy Residency
  - Orthopedic Physical Therapy Residency

## Doctor of Athletic Training Program

The Doctor of Athletic Training (DAT) program is post-professional distance learning program with a one-week on-campus Winter Institute culminating in a Doctor of Athletic Training degree. Didactic coursework in advanced areas of study can be planned to allow students to complete the program in three or four years. The DAT program is designed for state licensed and/or athletic trainers certified by the Board of Certification (BOC), or individuals who have met eligibility requirements to sit for the BOC certification examination prior to matriculation. Courses are designed with an emphasis on academic rigor, advancement of clinical practice, and an applied research experience. Faculty and staff work closely with students to develop the professional attitudes and clinical problem-solving skills necessary for optimum patient care.

### Length of Program

The DAT program is a 36 month program comprised of 69 credits. Students can actually graduate from the 36-month program as much as 16 months earlier pending approval of transfer of credits.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5 percent per month, which is 18% per year. Tuition is \$534.00 per credit hour.

### Admissions

#### Application Deadline

Applications for the DAT program may be submitted at any time during the academic year to Online Admissions. The program has four intakes per year, July, September, January and March. All application materials must be submitted no later than 2 months prior to the start of a course block.

#### Admission Requirements

The DAT program will admit athletic training professionals with diverse professional and personal experiences who have demonstrated capacity to pursue a rigorous course of graduate study. Prospective students will be selected by considering the overall qualities of the applicant through application content, academic record, and prior experience.

Proposed admission requirements include:

1. Candidates accepted for admission to the DAT program will have earned a masters or higher degree prior to enrollment from a regionally accredited institution. Applicants must provide official transcripts from all educational institutions attended where a degree was conferred.
2. Applicants to the Athletic Training Program must demonstrate Board of Certification (BOC) certification as an athletic trainer or substantial equivalence, such as credentialing from the Canadian Athletic Therapist Association, Athletic Rehabilitation Therapists of Ireland, Society of Sports Therapists, British Association of Sport Rehabilitators and Trainers.
3. Students must demonstrate proof of state licensure (if required in your current state or country of residence). A copy of a current state license is required.
4. Candidates must have achieved a minimum overall graduate cumulative GPA of 3.0 (on a 4.0 scale).

5. Official recommendation forms must be completed by: 1) academic advisor, professor, employer, family friend or minister, and 2) a health care professional. A formal letter of recommendation must accompany each form. Letters from an educational consulting service will not qualify. Letters of reference must be submitted for each application year.
6. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
7. Candidates must submit an application form.
8. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.

### Advanced Standing Admission

Students who have completed coursework within ATSU's Master of Science in Athletic Training or the Certificate in Clinical Decision Making in Athletic Training may be eligible for advanced standing. Students from external programs may request the faculty to review completed courses for advanced standing as per the AT Program transfer credit policy. Please contact Admissions for more information on eligible transfer credit for advanced standing.

### Graduation Requirements

To earn a Doctor of Athletic Training degree, all students must:

1. Complete all prescribed and elected courses within seven years of commencing the program
2. Maintain a minimum overall GPA of 3.0
3. Complete with a passing grade ("C" or better) all prescribed courses and clinical rotations
4. Obtain final applied research project approval documenting completion of all applied research project requirements
5. Discharge all financial obligations to ATSU-ASHS

### Curriculum

#### *Doctor of Athletic Training Program Core Outcomes*

Upon completion of the Doctor of Athletic Training Program, students will be able to achieve the following outcomes:

1. Demonstrate advanced clinical decision-making to determine the effectiveness of athletic training practice.
2. Demonstrate advanced knowledge and skills in orthopaedic rehabilitation.
3. Demonstrate an understanding of the characteristics of professional leadership, and evaluate and influence health policy and delivery systems, especially in the provision of athletic healthcare services.
4. Produce an applied research project that addresses a significant clinically oriented issue relevant to athletic training practice.

#### *Clinical Decision-Making Foundation/Certificate Program Outcome*

Demonstrate advanced clinical decision-making to determine the effectiveness of athletic training practice.

Objectives:

1. Implement quality improvement strategies to identify and address quality gaps for the purpose of improving patient outcomes, system performance, and professional development.
2. Demonstrate advanced clinical decision-making in athletic training practice in a manner that integrates clinical experience, patient values, and the best available evidence.
3. Demonstrate knowledge of the principles of clinical outcomes assessments and the value of these outcomes to informing patient care and advancing the athletic training profession.
4. Utilize information and technology to improve the quality of patient care, manage knowledge, mitigate error, and support clinical decision-making in athletic training practice.

#### *Winter Institute Outcome*

Demonstrate advanced knowledge and awareness of athletic health care innovation to advance leadership, higher education, patient care, and research.

Objectives:

1. Discuss and apply the theory of disruptive innovation in the contexts of athletic health care and higher education.
2. Demonstrate a critical understanding of the challenges and opportunities facing the athletic training profession with regards to higher education, patient care, and research.
3. Propose innovative solutions to advance the profession of athletic training.

#### *Applied Research Foundation Outcome*

Produce an applied research project that addresses a significant clinically oriented issue relevant to athletic training practice.

Objectives:

1. Identify appropriate research questions from clinical experience and the literature.
2. Demonstrate the ability to perform the necessary steps to conduct a research study or quality improvement initiative.
3. Formulate appropriate research questions from clinical experience and the literature and/or appropriately apply the model for improvement to conduct a quality improvement project.
4. Discuss value of qualitative and/or epidemiological research within athletic training.
5. Discuss the importance of and process to conduct practice-based research.
6. Produce appropriate materials to disseminate research information (e.g. abstract, poster, platform presentation, manuscript).

#### *Rehabilitation Track/Certificate Program Outcome*

Demonstrate advanced practice athletic training knowledge and skills in the specialty area of rehabilitation.

Objectives:

1. Integrate the basic science of connective tissue healing (anatomy, physiology, morphology, histology, and biomechanics) into the management of musculoskeletal injuries.
2. Demonstrate advanced practice knowledge and skills in the assessment and diagnosis of movement dysfunction.

3. Develop advanced practice knowledge and skills in rehabilitation of movement dysfunction through corrective exercise.
4. Demonstrate advanced practice knowledge of transitioning from rehabilitation to sport performance.

#### *Orthopaedics Track/Certificate Program Outcome*

Demonstrate advanced practice athletic training knowledge and skills in the specialty area of orthopaedics.

Objectives:

1. Demonstrate advanced practice knowledge and skills in the diagnoses of orthopaedic conditions.
2. Demonstrate advanced practice knowledge and skills in the management of orthopaedic conditions
3. Demonstrate advanced practice knowledge and skills in the application and interpretation of common imaging and laboratory techniques used in the examination of orthopaedic patients.
4. Demonstrate advanced practice knowledge of common orthopaedic surgical procedures with special emphasis on subsequent rehabilitation considerations.

#### *Leadership and Education Track/Certificate Program Outcome*

Debate and apply contemporary knowledge and skills in athletic training leadership and education.

Objectives:

1. Examine the role and influence of athletic trainers on health policy and healthcare delivery systems.
2. Critically examine and apply the characteristics of leadership in athletic training within the context of becoming an advanced practice leader.
3. Analyze and debate contemporary issues in athletic training education.
4. Examine and apply best practices in clinical education and mentoring of athletic training students, young professionals, residents and fellows.

#### *Sports Neurology and Concussion Track/Certificate Program Outcome*

Demonstrate advanced practice athletic training knowledge and skills in the sub-specialty area of sports neurology and concussion.

Objectives:

1. Integrate the basic science of neurologic injury and tissue healing into the management of neurologic injuries.
2. Demonstrate advanced knowledge in the recognition, assessment, management and referral of patients with sport-related neurologic conditions.
3. Debate current issues related to the recognition, assessment, and management of activity-related traumatic brain injuries.
4. Analyze current concepts regarding the assessment, management, and referral of patients with comorbid disorders who suffer activity-related traumatic brain injury.

## **Course Descriptions and Credit Values**

A typical course schedule consists of the following. This curriculum is for students matriculating beginning in the Spring 2019 semester or after.

## Clinical Decision-Making Foundation

**ATRN 7110 - Quality Improvement and Patient Safety - 3 credit hours:** Quality improvement is the consistent, combined effort of many to make changes in healthcare that will improve patient outcomes, system performance, and professional development. This course is designed to enhance the athletic trainer's understanding of quality improvement, especially as it relates to patient outcomes (health), system performance (care), and professional development (learning). An overview of the history of quality improvement in healthcare will be provided to provide a global understanding of the value of quality improvement to the advancement of patient care. Additionally, the Model of Improvement will serve as the theoretical foundation for the course. Topics will include creating and managing interprofessional teams, identifying quality improvement issues, process literacy, data collection for continuous improvement, and implementing system changes. During the course, students will also be introduced to common tools used in quality improvement projects, such as process diagrams, cause-and-effect diagrams, run charts, and plan-do-study-act cycles. Achievement of course learning objectives will occur through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7120 - Evidence-Based Practice - 3 credit hours:** This course is designed to enable the athletic trainer's clinical decision-making process in a manner that integrates clinical experience, patient values, and the best available evidence. It is also intended to build on entry-level evidence-based practice courses with the use of informatics and technology to access the medical literature. The course will cover advanced topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching the literature, critical appraisal, integration and evaluation of the evidence, grading levels of evidence and strength of recommendations, patient values, and statistical terminology related to EBP. Course objectives will be achieved through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7130 - Patient-Oriented Outcomes - 3 credit hours:** Patient-oriented outcomes is designed to enhance the Athletic Training clinician's ability to employ clinician-based and patient-based clinical outcome measures for the determination of effective athletic training services through the practice of providing patient-centered whole person healthcare. Discussion of disablement models and outcomes research as the foundations to evidence-based practice will be provided. The use of disablement models as a framework for whole person healthcare and the evaluation of health-related quality of life will be presented. This course builds upon the basic components of clinical outcomes assessment by providing advanced content related to clinician- and patient-oriented outcomes. Instruction on the selection, implementation, and use of single- and multi-item, general and specific patient-rated outcomes instruments will be given. Details regarding the concepts of measurement properties, including assessment of measurement change, will be provided. Emphasis will also be placed on using patient-rated outcome measures to assist clinical decision-making.

**ATRN 7140 - Health Information Technology - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, tools, and systems of healthcare informatics and technology. An understanding of informatics concepts and the skills related to the use of technology have been identified as critical for all modern healthcare professionals. Moreover, informatics and technology provide several distinct advantages to the modern healthcare system, including, but limited to: cost savings, error detection, quality improvement, and improved patient outcomes. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's



Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

### Winter Institute

**ATRN 8150 - Winter Institute: Innovation in Athletic Training - 5 credit hours:** The four-day intensive Winter Institute is focused on Innovation to Advance Athletic Health Care. The thread of innovation is woven throughout the course with particular emphasis on innovation to advance higher education, innovation to advance patient care, and innovation to advance research. This course is designed to promote in-depth interaction between students and faculty to facilitate the development of action plans for leading innovation in athletic health care education, patient care, and research. Students will prepare a project proposal specific to their work environment to help them develop the knowledge and skills for leading innovations within their own health care facilities and institutions. The Institute faculty consists of leading innovators in athletic health care from across the country that students will have the opportunity to learn with and from. Each faculty member will lead educational sessions in their respective area(s) of expertise and will serve as small group facilitators. Students will be mixed throughout the week into three distinct small groups that meet daily, each facilitated by an internal (ATSU) and external faculty member, to maximize opportunities for extensive interactions with peers and faculty. Study sections will be used at the beginning of each day to stimulate critical thinking and promote dialogue around the theme of the day. Project groups will meet daily to help students develop their innovative projects for leading and managing environmental change. Reflection groups will meet at the end of each day to discuss the day's key points, where students experienced their greatest knowledge gains, how the information can be translated into their work setting, and what new questions may have emerged. An extensive course-reading list will be provided in advance of the face-to-face meeting and students will be required to read all course material prior to the educational sessions. In addition to the project proposal, readings, and attending the face-to-face sessions, students will be expected to complete a post-Institute assessment.

### Applied Research Foundation

**ATRN 8010 - Research Methods & Design - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, knowledge, and tools related to research methodology. An understanding of major considerations in designing a research study and common research methodologies is essential for all modern healthcare professionals, particularly within the context of evidence-based practice. In addition, this course will provide the athletic trainer with the fundamental knowledge to design a study in support of their applied research project. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 8020 - Methods of Data Analysis - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, knowledge, and tools related to methods of data analysis. An understanding of major considerations in when analyzing data is essential for all modern healthcare professionals, particularly within the context of evidence-based practice and critically appraising available literature. In addition, this course will provide the athletic trainer with the fundamental knowledge to data analysis in support of their applied research project. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 8100 - Practice-Based Research - 3 credit hours:** This course aims to improve the athletic trainer's understanding of and, ability to conduct, practice-based research. Practice-based research represents the last step of the

translational research continuum and is vital to the translation of evidence into routine clinical practice. In brief, practice-based research is conducted by clinicians at the point-of-care, with real patients, and during the usual course of patient care. To meet its purpose, this course will cover fundamental concepts related to practice-based research including but not limited to the clinician-scientist model, researcher-clinician partnerships, common study designs and statistical approaches, implementation and dissemination of evidence, and practice-based research networks.

**ATRN 8120 - Athletic Injury Epidemiology - 3 credit hours:** This course is designed to instruct students in basic sports injury epidemiology methods, and improve their ability to interpret the results of epidemiologic literature in order to incorporate epidemiologic findings in their clinical practice. It is intended to build upon students' existing skills in critical appraisal and evidence based practice. This course will cover basic epidemiologic methods including study design, measures of frequency and measures of comparison. Other topics will include US sports injury surveillance systems, epidemiology in the literature, and critical appraisal of epidemiologic literature. Course objectives will be achieved through readings, multi-media presentations, discussion boards and individual assignments. \*Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

or

**ATRN 8210 - Qualitative Research Methodology - 3 credit hours:** This course is designed to introduce the athletic trainer to the methods of qualitative research. As athletic training continues to identify ways to enhance the care provided to various populations, it is essential to integrate patients' perspectives and preferences during the decision-making process. To effectively do so, it is important to have an understanding of the various strategies to gather this information. This course will cover the basics of qualitative research, methods to collect and analyze qualitative data, and strategies to incorporate qualitative data to aid athletic trainers in making informed clinical decisions.

**ATRN 9011 - Analyzing the Problem - 4 credit hours:** This course is the first in a series of four courses designed to assist you with the development on an applied research project (ARP) through the stages of defining a problem through project dissemination. Analyzing a problem you encounter in your practice and understanding the past and current literature around your desired project area is crucial to the development of a sound project. Therefore, the purpose of this course is to provide you with the knowledge and skills to successfully analyze and define a problem, review the literature around your chosen ARP topic and write a focused review of literature, which will serve as a foundational paper for your ARP.

**ATRN 9012 - Proposing a Solution - 4 credit hours:** This course is the second in a series of four courses designed to assist you with the development on an applied research project (ARP) through the stages of analyzing the problem to project dissemination. The purpose of this course is to provide you with the knowledge and skills to develop the proposal for your required ARP. The proposal is crucial for the success of your ARP, as it describes in detail the ways in which you will go about evaluating the solution to the problem or proposing the methodological details of your study. By the end of this course, you will have completed your ARP proposal and submit your completed application to the IRB, if applicable. ATRN9011

**ATRN 9013 - Implementing and Evaluating the Solution - 4 credit hours:** This course is the third in a series of four courses designed to assist you with the development of an applied research project through the stages of defining a problem through project dissemination. Your ability to develop an effective plan to collect, analyze/synthesize, and

report your results is essential to a successful project. Therefore, the purpose of this course is to provide you with the knowledge and skills to effectively collect, analyze and report data in support of your applied research project.

**ATRN 9014 - Completing and Disseminating the Project - 4 credit hours:** This course is the fourth and final course in a series of four courses designed to assist you with the development of an Applied Research Project (ARP) through the stages of reviewing the literature to project dissemination. The purpose of this course is to provide the knowledge and skills needed to successfully complete your ARP final paper, and to identify possible strategies for the dissemination your research findings through means, such as poster and oral presentations or manuscript submission. ATRN9013

## Elective Tracks

Students complete 24 elective credits. Students can choose two of the predefined tracks or choose a 12-credit or 24-credit self-defined elective option. The elective options can include any courses from the predefined tracks and the other elective option from the applied research foundation.

### *Rehabilitation Track*

**ATRN 7210 - Foundations of Tissue Healing - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to plan and implement a comprehensive sports injury rehabilitation program based on the sequential biological events of connective tissue healing. Orthopaedic basic science concepts involved in clinical assessment, establishment of therapeutic objectives, and selection of therapeutic agents will be addressed. The histology, morphology, and biomechanics of soft connective tissues, muscle, articular cartilage, and peripheral nerves will be presented. Subsequently, the basic science of tissue healing following injury will be covered. Special focus is placed on the relationships between tissue healing physiology and selection of appropriate therapeutic interventions. Current topics in soft tissue healing and rehabilitation, including viscosupplementation, graft ligamentization, and biologic treatment techniques will be discussed. This course provides the orthopaedic basic science foundation for discussion of therapeutic techniques in future rehabilitation courses.

**ATRN 7230 - Assessment of Movement Dysfunction - 3 credit hours:** This course introduces and explores the foundational concepts of structure and function as they relate to fundamental patterns of human movement. Neurodevelopmental progression, motor development, motor learning, and motor control concepts will be presented. Utilizing dynamic systems theory and tensegrity models, factors contributing to movement dysfunction will be identified and techniques for movement assessment will be outlined and discussed. Following the completion of this course, students will be able to demonstrate advanced knowledge and skills in the assessment and diagnosis of movement dysfunction.

**ATRN 7240 - Corrective Techniques for Movement Dysfunction - 3 credit hours:** This course provides the athletic trainer with advanced knowledge in the rehabilitation of orthopaedic injuries, by utilizing corrective techniques to restore movement patterns and function. Emphasis is placed on integration of tensegrity and dynamic systems models to develop a sequential and progressive rehabilitation program, centered on restoration of movement patterns in fundamental, transitional, and functional postures. Concepts of mobility, sensorimotor control, movement patterning, and neurodevelopmental progression will be studied. Assisted, active, and reactive techniques for improving mobility, stability, and movement will be taught. ATRN7230

**ATRN 7250 - Rehabilitation Considerations for Sport Performance - 3 credit hours:** This course provides the athletic trainer with the advanced knowledge on how to bridge the gap from rehabilitation to sport

performance. Neuromuscular considerations such as psychomotor and somatosensory control will be explored. Considerations for strength training, time under tension, power development and athletic movement prescription will be examined. Following this course, the athletic trainer will be able to develop a comprehensive program for the athlete who is returning to sport post-injury.

### *Orthopaedics Track*

**ATRN 7410 - Orthopaedic Diagnostic Evaluation - 3 credit hours:** This course is designed to provide the athletic trainer with advanced knowledge and clinical skills in the pathology, examination, and diagnosis of orthopaedic and sport-related injuries to the upper and lower extremities, the back, and spine. Content is presented with an emphasis on integrating evidence-based practice principles to enhance the student's clinical decision-making skills in injury evaluation and diagnosis. Focus will be placed on developing clinical reasoning skills to enhance the student's ability to accurately and efficiently utilize the physical examination and diagnostic tests to evaluate complex orthopaedic conditions, recognize atypical presentations, identify non-orthopaedic conditions that present as orthopaedic conditions, and recommend and interpret appropriate imaging and laboratory tests. Students will engage in weekly collaborative learning activities and independent assignments to enhance their clinical skills in Orthopaedic Diagnostic Evaluation.

**ATRN 7420 - Orthopaedic Management - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to effectively manage patients with increasingly complex orthopaedic conditions. Content focuses on management of complex orthopaedic conditions with and without co-morbidities and includes the development prioritized care plans, strategies to maximize long-term health related quality of life, identifying criteria and plans for safe return to participation and to maximize sports performance, engaging in patient education. Students will engage in weekly collaborative learning activities and independent assignments to enhance their clinical skills in Orthopaedic Management.

**ATRN 7430 - Orthopaedic Imaging and Labs - 3 credit hours:** This course is designed to enhance the athletic trainer's knowledge regarding common imaging and laboratory techniques used in the management of orthopaedic patients. Students will be exposed to various imaging modalities including radiographs, magnetic resonance imaging, CT scans, and musculoskeletal ultrasound. The use of laboratory tests for injury and illness will also be examined. Students will engage in weekly collaborative learning activities and independent assignments to evaluate the sensitivity and utility of imaging and laboratory tests used in athletic health care.

**ATRN 7440 - Orthopaedic Surgical Considerations - 3 credit hours:** This course is designed to enhance the athletic trainer's knowledge and awareness of special considerations for rehabilitation following common orthopaedic surgeries. The course focuses on improving the athletic trainer's ability to provide quality education and counseling to their orthopaedic patients through the development of advanced knowledge and skills in post-surgical rehabilitation. Surgical techniques for common orthopaedic conditions of the upper and lower extremities will be presented. Tissue response to surgery, post-surgical rehabilitation guidelines and timelines, and surgical outcomes will be discussed. Students will engage in weekly collaborative learning activities to critically appraise the current evidence for post-surgical rehabilitation approaches. The course culminates with the development of a comprehensive, evidence-based post-surgical rehabilitation protocol for an orthopaedic surgery of the student's choice.

### *Leadership and Education Track*

**ATRN 8130 - Health Policy and Systems of Delivery - 3 credit hours:** This course provides a forum for exploration and discussion of current policy issues and trends in healthcare in general, and in athletic training more specifically.

The course attempts to do three things: The first half of the course takes a broader approach to examine the U.S. health care system from a health policy and health politics perspective. Topics include general civics, the role of state and federal government in law and policy making, as well as organizing, financing, and delivering health care. The second half of the course will look more specifically at emerging policy issues. The second half of the course is designed to enhance the athletic trainer's understanding of legal and risk management concepts as they pertain to daily clinical practice and the administration thereof. Concepts will include: accreditation, cardiac, heat and hydration, injury prevention and sport specialization, and concussion policy analysis.

**ATRN 8140 - Leadership and Professionalism in Athletic Training - 3 credit hours:** This course offers an examination and application of theories of professionalism and leadership as they related to various aspects of the practice of athletic training. Topics include, but are not limited to: Contemporary leadership theories, Medical professionalism, Organizational communication, Personal effectiveness and productivity, Communities of practice, Leading change, and Conflict management. The course requires students to be active participants in the learning process. We will rely on a series of readings (e.g. book chapters, classic and contemporary articles, research studies), presentations, discussions, and both reflective and authentic applied assignments to provide a deeper understanding of leadership and professionalism and their impact the athletic training profession. By the end of this course you should have the foundational knowledge and a framework for action that will allow you to make informed decisions about your own leadership roles and pursue meaningful change in both your work setting and your profession.

**ATRN 8160 - Contemporary Issues in Athletic Training Education - 3 credit hours:** This course that will explore contemporary issues in athletic training education, with special emphasis on the continuum of education from professional programs through residency and fellowship training to post-professional degree programs, such as the Doctor of Athletic Training and Doctor of Philosophy degrees, as well as continuing education and maintenance of competence. A global perspective of the structure of health professions education, accreditation, and current issues in higher education will be explored. Students will develop insights and discuss implications for the ever-changing nature of health professions education, with a focus on contemporary issues in athletic training education.

**ATRN 8170 - Applied Clinical Education and Mentoring - 3 credit hours:** This course is intended to improve the student's understanding and application of best practices in clinical education and mentoring in athletic training professional education and residency/fellowship training programs. Focus will be on best practices regarding bridging the gap between didactic and clinical education, clinical education techniques and models, preceptor mentoring, and student/resident/fellow mentorship models. Focused discussion regarding developing assessment activities at the point-of-care to facilitate practice-based research is included. Contemporary issues in clinical education, facilitating transition to practice, and mentoring within the health professions will also be presented.

### *Sport Neurology and Concussion Track*

**ATRN 7310 - Foundations of Sport Neurology - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to manage neurological injuries resulting from participation in sports and physical activity. Basic science concepts regarding neurological mechanisms of pain, pathophysiology of neurologic injuries, neurodynamics, and the psychological contributions of pain will be discussed. This course will serve as a foundation to the other courses in the Sports Neurology and Concussion track or graduate certificate program.

**ATRN 7320 - Diagnosis and Management of Neurologic Conditions in Sport - 3 credit hours:** This course is designed to enhance the students' knowledge and skills regarding the recognition, assessment, management, and referral of patients who present with neurologic conditions. Specific attention will be placed on understanding red

flags for various conditions, diagnostic testing, and appropriate care for various conditions. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

**ATRN 7330 - Classification and Management of Traumatic Head Injury - 3 credit hours:** This course will provide a thorough examination of the treatment of patients with complex medical concerns who suffer a concussion. Specific attention will be focused on the patient's past medical history and co-morbid factors and how these may influence the assessment, treatment, and management of head injuries. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

**ATRN 7340 - Assessment and Management of Complex Patients with Concussion - 3 credit hours:** This course will provide a thorough examination of the treatment of patients with complex medical concerns who suffer a concussion. Specific attention will be focused on the patient's past medical history and co-morbid factors and how these may influence the assessment, treatment, and management of head injuries. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

## Descriptions and Credit Values – prior to Spring 2019 start

The following is a typical course schedule for students beginning prior to Spring 2019. Additional course options may be available and listed below under Other Courses.

### Year 1

**ATRN 7110 - Quality Improvement and Patient Safety - 3 credit hours:** Quality improvement is the consistent, combined effort of many to make changes in healthcare that will improve patient outcomes, system performance, and professional development. This course is designed to enhance the athletic trainer's understanding of quality improvement, especially as it relates to patient outcomes (health), system performance (care), and professional development (learning). An overview of the history of quality improvement in healthcare will be provided to provide a global understanding of the value of quality improvement to the advancement of patient care. Additionally, the Model of Improvement will serve as the theoretical foundation for the course. Topics will include creating and managing interprofessional teams, identifying quality improvement issues, process literacy, data collection for continuous improvement, and implementing system changes. During the course, students will also be introduced to common tools used in quality improvement projects, such as process diagrams, cause-and-effect diagrams, run charts, and plan-do-study-act cycles. Achievement of course learning objectives will occur through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7120 - Evidence-Based Practice - 3 credit hours:** This course is designed to enable the athletic trainer's clinical decision-making process in a manner that integrates clinical experience, patient values, and the best available evidence. It is also intended to build on entry-level evidence-based practice courses with the use of informatics and technology to access the medical literature. The course will cover advanced topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching the literature, critical appraisal, integration and evaluation of the evidence, grading levels of evidence and strength of recommendations, patient values, and statistical terminology related to EBP. Course objectives will be achieved through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7130 - Patient-Oriented Outcomes - 3 credit hours:** Patient-oriented outcomes is designed to enhance the Athletic Training clinician's ability to employ clinician-based and patient-based clinical outcome measures for the determination of effective athletic training services through the practice of providing patient-centered whole person healthcare. Discussion of disablement models and outcomes research as the foundations to evidence-based practice will be provided. The use of disablement models as a framework for whole person healthcare and the evaluation of health-related quality of life will be presented. This course builds upon the basic components of clinical outcomes assessment by providing advanced content related to clinician- and patient-oriented outcomes. Instruction on the selection, implementation, and use of single- and multi-item, general and specific patient-rated outcomes instruments will be given. Details regarding the concepts of measurement properties, including assessment of measurement change, will be provided. Emphasis will also be placed on using patient-rated outcome measures to assist clinical decision-making.

**ATRN 7140 - Health Information Technology - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, tools, and systems of healthcare informatics and technology. An understanding of informatics concepts and the skills related to the use of technology have been identified as critical for all modern healthcare professionals. Moreover, informatics and technology provide several distinct advantages to the modern healthcare system, including, but limited to: cost savings, error detection, quality improvement, and improved patient outcomes. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7210 - Foundations of Tissue Healing - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to plan and implement a comprehensive sports injury rehabilitation program based on the sequential biological events of connective tissue healing. Orthopaedic basic science concepts involved in clinical assessment, establishment of therapeutic objectives, and selection of therapeutic agents will be addressed. The histology, morphology, and biomechanics of soft connective tissues, muscle, articular cartilage, and peripheral nerves will be presented. Subsequently, the basic science of tissue healing following injury will be covered. Special focus is placed on the relationships between tissue healing physiology and selection of appropriate therapeutic interventions. Current topics in soft tissue healing and rehabilitation, including viscosupplementation, graft ligamentization, and biologic treatment techniques will be discussed. This course provides the orthopaedic basic science foundation for discussion of therapeutic techniques in future rehabilitation courses.

**ATRN 7220 - Surgical Considerations for Orthopaedic Rehabilitation - 3 credit hours:** This course is designed to enhance the athletic trainer's knowledge and awareness of special considerations for rehabilitation following common orthopaedic surgeries. The course focuses on improving the athletic trainer's ability to provide quality education and counseling to their orthopaedic patients through the development of advanced knowledge and skills in post-surgical rehabilitation. Surgical techniques for common orthopaedic conditions of the upper and lower extremities will be presented. Tissue response to surgery, post-surgical rehabilitation guidelines and timelines, and surgical outcomes will be discussed. Students will engage in weekly collaborative learning activities to critically appraise the current evidence for post-surgical rehabilitation approaches. The course culminates with the development of a comprehensive, evidence-based post-surgical rehabilitation protocol for an orthopaedic surgery of the student's choice. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section. ATRN7210

**ATRN 8150 - Winter Institute: Innovation in Athletic Training - 5 credit hours:** The four-day intensive Winter Institute is focused on Innovation to Advance Athletic Health Care. The thread of innovation is woven throughout

the course with particular emphasis on innovation to advance higher education, innovation to advance patient care, and innovation to advance research. This course is designed to promote in-depth interaction between students and faculty to facilitate the development of action plans for leading innovation in athletic health care education, patient care, and research. Students will prepare a project proposal specific to their work environment to help them develop the knowledge and skills for leading innovations within their own health care facilities and institutions. The Institute faculty consists of leading innovators in athletic health care from across the country that students will have the opportunity to learn with and from. Each faculty member will lead educational sessions in their respective area(s) of expertise and will serve as small group facilitators. Students will be mixed throughout the week into three distinct small groups that meet daily, each facilitated by an internal (ATSU) and external faculty member, to maximize opportunities for extensive interactions with peers and faculty. Study sections will be used at the beginning of each day to stimulate critical thinking and promote dialogue around the theme of the day. Project groups will meet daily to help students develop their innovative projects for leading and managing environmental change. Reflection groups will meet at the end of each day to discuss the day's key points, where students experienced their greatest knowledge gains, how the information can be translated into their work setting, and what new questions may have emerged. An extensive course-reading list will be provided in advance of the face-to-face meeting and students will be required to read all course material prior to the educational sessions. In addition to the project proposal, readings, and attending the face-to-face sessions, students will be expected to complete a post-Institute assessment.

**ATRN 8210 - Qualitative Research Methodology - 3 credit hours:** This course is designed to introduce the athletic trainer to the methods of qualitative research. As athletic training continues to identify ways to enhance the care provided to various populations, it is essential to integrate patients' perspectives and preferences during the decision-making process. To effectively do so, it is important to have an understanding of the various strategies to gather this information. This course will cover the basics of qualitative research, methods to collect and analyze qualitative data, and strategies to incorporate qualitative data to aid athletic trainers in making informed clinical decisions.

## Year 2

**ATRN 7230 - Assessment of Movement Dysfunction - 3 credit hours:** This course introduces and explores the foundational concepts of structure and function as they relate to fundamental patterns of human movement. Neurodevelopmental progression, motor development, motor learning, and motor control concepts will be presented. Utilizing dynamic systems theory and tensegrity models, factors contributing to movement dysfunction will be identified and techniques for movement assessment will be outlined and discussed. Following the completion of this course, students will be able to demonstrate advanced knowledge and skills in the assessment and diagnosis of movement dysfunction.

**ATRN 7240 - Corrective Techniques for Movement Dysfunction - 3 credit hours:** This course provides the athletic trainer with advanced knowledge in the rehabilitation of orthopaedic injuries, by utilizing corrective techniques to restore movement patterns and function. Emphasis is placed on integration of tensegrity and dynamic systems models to develop a sequential and progressive rehabilitation program, centered on restoration of movement patterns in fundamental, transitional, and functional postures. Concepts of mobility, sensorimotor control, movement patterning, and neurodevelopmental progression will be studied. Assisted, active, and reactive techniques for improving mobility, stability, and movement will be taught. ATRN7230

**ATRN 8010 - Research Methods & Design - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, knowledge, and tools related to research methodology. An understanding of major considerations in designing a research study and common research methodologies is essential for all modern healthcare professionals, particularly within the context of evidence-based practice. In addition, this course will



provide the athletic trainer with the fundamental knowledge to design a study in support of their applied research project. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 8020 - Methods of Data Analysis - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, knowledge, and tools related to methods of data analysis. An understanding of major considerations in when analyzing data is essential for all modern healthcare professionals, particularly within the context of evidence-based practice and critically appraising available literature. In addition, this course will provide the athletic trainer with the fundamental knowledge to data analysis in support of their applied research project. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 8130 - Healthcare Policy and Systems of Delivery - 3 credit hours:** This course provides a forum for exploration and discussion of current policy issues and trends in healthcare in general, and in athletic training more specifically. The course attempts to do three things: The first half of the course takes a broader approach to examine the U.S. health care system from a health policy and health politics perspective. Topics include general civics, the role of state and federal government in law and policy making, as well as organizing, financing, and delivering health care. The second half of the course will look more specifically at emerging policy issues. This half of the semester is designed to enhance the athletic trainer's understanding of legal and risk management concepts as they pertain to daily clinical practice and the administration thereof. Concepts will include: accreditation, cardiac, heat and hydration, injury prevention and sport specialization, and concussion policy analysis. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 8140 - Leadership & Professionalism in Athletic Training - 3 credit hours:** Examination and application of theories of professionalism and leadership as they relate to various aspects of the practice of athletic training. Topics include, but are not limited to, contemporary leadership theories, medical professionalism, organizational and interpersonal communication, decision-making, change, and conflict management.

### Year 3

**ATRN 8120 - Athletic Injury Epidemiology - 3 credit hours:** This course is designed to instruct students in basic sports injury epidemiology methods, and improve their ability to interpret the results of epidemiologic literature in order to incorporate epidemiologic findings in their clinical practice. It is intended to build upon students' existing skills in critical appraisal and evidence based practice. This course will cover basic epidemiologic methods including study design, measures of frequency and measures of comparison. Other topics will include US sports injury surveillance systems, epidemiology in the literature, and critical appraisal of epidemiologic literature. Course objectives will be achieved through readings, multi-media presentations, discussion boards and individual assignments. \*Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 9001 - Analyzing the Problem - 5 credit hours:** This course is the first in a series of four courses designed to assist you with the development on an applied research project (ARP) through the stages of defining a problem through project dissemination. Analyzing a problem you encounter in your practice and understanding the past and

current literature around your desired project area is crucial to the development of a sound project. Therefore, the purpose of this course is to provide you with the knowledge and skills to successfully analyze and define a problem, review the literature around your chosen ARP topic and write a focused review of literature, which will serve as a foundational paper for your ARP.

**ATRN 9002 - Proposing a Solution - 5 credit hours:** This course is the second in a series of four courses designed to assist you with the development on an applied research project (ARP) through the stages of analyzing the problem to project dissemination. The purpose of this course is to provide you with the knowledge and skills to develop the proposal for your required ARP. The proposal is crucial for the success of your ARP, as it describes in detail the ways in which you will go about evaluating the solution to the problem or proposing the methodological details of your study. By the end of this course, you will have completed your ARP proposal and submit your completed application to the IRB, if applicable. Prerequisite: ATRN9001

**ATRN 9003 - Implementing and Evaluating the Solution - 5 credit hours:** This course is the third in a series of four courses designed to assist you with the development of an applied research project through the stages of defining a problem through project dissemination. Your ability to develop an effective plan to collect, analyze/synthesize, and report your results is essential to a successful project. Therefore, the purpose of this course is to provide you with the knowledge and skills to effectively collect, analyze and report data in support of your applied research project. Prerequisite: ATRN9002

**ATRN 9004 - Completing and Disseminating the Project - 5 credit hours:** This course is the fourth and final course in a series of four courses designed to assist you with the development of an Applied Research Project (ARP) through the stages of reviewing the literature to project dissemination. The purpose of this course is to provide the knowledge and skills needed to successfully complete your ARP final paper, and to identify possible strategies for the dissemination your research findings through means, such as poster and oral presentations or manuscript submission. Prerequisite: ATRN9003

## Other Courses

**ATRN 8100 - Practice-Based Research - 3 credit hours:** This course aims to improve the athletic trainer's understanding of and, ability to conduct, practice-based research. Practice-based research represents the last step of the translational research continuum and is vital to the translation of evidence into routine clinical practice. In brief, practice-based research is conducted by clinicians at the point-of-care, with real patients, and during the usual course of patient care. To meet its purpose, this course will cover fundamental concepts related to practice-based research including but not limited to the clinician-scientist model, researcher-clinician partnerships, common study designs and statistical approaches, implementation and dissemination of evidence, and practice-based research networks.

## Doctor of Audiology Program - residential

The Doctor of Audiology entry-level program at ATSU-ASHS is designed to prepare professionals to become skilled in a wide variety of diagnostic, rehabilitative, habilitative, and related areas of the profession and practice of audiology. The degree earned is the Doctor of Audiology (AuD) degree. The entry-level AuD program at ATSU-ASHS incorporates basic science education with clinical education through a combination of on-campus classes, clinical rotations, and computer-based education. Graduates will be prepared to handle the extensive scope of audiologic care, including the diagnosis and management of auditory and/or vestibular system deficits for all ages, tinnitus management, hearing conservation, and neuro-audiologic examination, as well as the management and business aspects of audiology. Graduates of the program will be eligible for state licensure in audiology.

### Length of Program

The entry-level, residential Doctor of Audiology program is a four-year post baccalaureate program that includes three years of didactic and laboratory course work and clinical experiences in addition to one year of full-time clinical rotations. Students are required to complete a minimum of 168.5 semester credit hours to obtain the residential AuD degree.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee
Class of 2024, year 1	\$24,102.00	\$1,150.00
Class of 2023, year 2	\$24,102.00	\$1,150.00
Class of 2022, year 3	\$24,102.00	\$1,150.00
Class of 2021, year 4	\$22,602.00	\$1,150.00

### Admissions

#### Application Deadline

Applicants for the Doctor of Audiology entry-level degree program should apply by February 1 to be included in the initial screening and selection process. All subsequent applications will be considered on a rolling admissions basis until remaining openings are filled.

#### Admission Requirements

Applicants for admission to the Doctor of Audiology entry-level program must meet the following requirements prior to matriculation. Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements.

1. Applicants accepted for admission into the Entry Level Doctor of Audiology Program will have earned a baccalaureate degree from an accredited undergraduate institution.
2. Applicants must have achieved an overall undergraduate grade point average of 2.70 or an overall grade point of 3.00 in the final 60 semester hours of undergraduate study (on a 4.0 scale).
3. Applicants must have achieved a grade point average of 2.50 in undergraduate science courses (on a 4.0 scale).
4. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage.
5. Applicants are required to submit complete and official scores for one of the following tests through CSDCAS: Graduate Record Examination (GRE), Dental Aptitude Test (DAT), Optometry Aptitude Test (OAT), Medical College Admissions Test (MCAT), or Miller's Analogies Test (MAT). GRE scores must be submitted directly from ETS to CSDCAS using the code: 4547 A.T. Still University – School of Health Sciences CSDCAS. Score reports for other tests must be uploaded in CSDCAS by the applicant in the "Documents" section. The standardized test requirement will be waived for those applicants who have earned a graduate degree from an accredited institution. Test scores are required and reviewed as part of the application process; however, there are no minimum or cut-off scores used for the test data.
6. Applicants must submit three letters of recommendation through CSDCAS.
7. Applicants must submit a personal resume under "Other Documents" in CSDCAS or enter data in the Experiences, Achievements and Conferences Attended sections under "Supporting Information" in CSDCAS in place of a personal resume.
8. Applicants must complete all prerequisite courses by the end of the quarter or semester prior to matriculation.
9. Applicants who are considered potential candidates will be required to participate in an interview. Personal interviews conducted on-site are preferred; however, interviews also may be conducted by telephone or video conferencing.
10. All students are required to demonstrate proficiency in English when applying to the ATSU-ASHS. You can find information on the methods by which you can demonstrate your English Proficiency in the General Admission Requirements section under English Proficiency.
11. Applicants who wish to be considered for more than one program must submit a separate application fee, official test scores required by each program, transcripts, and references for each health science program. Acceptance to ASHS is to a specific program and is not transferable to any other program. Application materials are not transferable from one application year to another.
12. Applicants are required to submit all official college or academic transcripts through CSDCAS.
13. ATSU-ASHS and many of its clinical affiliations require criminal background checks on matriculated students to ensure the safety of patients and employees. The checks are conducted by a vendor selected by ATSU. The student will pay the cost of the criminal background check directly to the vendor. Failure to comply with this mandate will result in denial to matriculate. A matriculant with a positive criminal background screen will be reviewed.

## Prerequisite Courses & Transfer of Credit

### Prerequisite Courses

- Biology - (e.g., biology, microbiology, anatomy, physiology, histology, cell biology, genetics) Minimum of 3 semester/4 quarter hours
- English - (e.g., composition, grammar, literature) Minimum of 6 semester/8 quarter hours

- Humanities - (e.g., philosophy, religion, literature, fine arts, logic, ethics, foreign language, history) Minimum of 6 semester/8 quarter hours
- College Algebra or higher - Minimum of 3 semester/4 quarter hours
- Social Sciences - (e.g., general psychology, sociology, anthropology) Minimum 9 semester/12 quarter hours
- Physical Science - (e.g., chemistry, physics, electronics, geology) Minimum of 3 semester/4 quarter hours

#### **Transfer of Graduate Credit**

The Department of Audiology will consider a transfer of credit toward the Entry Level Doctor of Audiology Program for applicants in good standing from an accredited U.S. graduate school. Students may transfer up to 6 semester credit hours (9 quarter credit hours), unless otherwise specified in future articulation agreements. The applicant must be interviewed, accepted for admission, pay all appropriate fees, and submit the institution's Application to Transfer Academic Credit prior to receiving transfer credit.

The decision whether or not to grant a transfer of credits is dependent on:

- the content of the course,
- the credit hours awarded for the course,
- when the course was taken (no more than 7 years prior to the request to transfer),
- what the course will replace within the program's curriculum, and
- the grade received (letter grade "B" or better required).

Clinical clock hours are not transferable. Due to the program's prescribed and sequential nature, the transfer of course work credits will not result in an accelerated completion of the degree.

The Department Chair will review the Application to Transfer Academic Credit and make a determination within 30 days of receiving the completed application packet. If you have questions concerning this process, please contact the Department Chair.

## **Graduation Requirements**

To earn a Doctor of Audiology degree, all students must:

- Maintain a minimum overall GPA of 3.00 and a minimum cumulative GPA of 3.00 in clinical and research rotations.
- Pass all courses for credit with a passing grade ("C" or better, "P" for Pass/Fail courses).
- Meet all Knowledge and Skills Acquisition.
- Complete satisfactorily second and third year comprehensive examinations.
- Discharge all financial obligations.

## **Curriculum**

### **Course Descriptions and Credit Values**

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### **First Year: Fall Semester**

**AUDE 5110 - Human Anatomy and Neuroanatomy - 4 credits: 3 credits lecture, 1 credit lab:** A study of the basics of human anatomy and physiology which will include anatomical terminology; biochemistry of cells; and an overview of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, immune, respiratory, digestive and urinary systems. The development, structure and function of the central and peripheral nervous systems, including the autonomic nervous system, will be emphasized. In depth information on neurovasculature, sensory and motor pathways, sensory receptors, reflex pathways, the audiovestibular system, and lesions of the nervous system at various levels will be presented. Includes laboratory requirement.

**AUDE 5120 - Infection Control and Cerumen Management - 1.5 credits: 1 credit lecture, 0.5 credit lab:** This course will cover the basic principles of microbiology, disease process, and immunology. The student will learn how infections spread and appropriate infection control procedures for audiologists including the cleaning of tools and instruments. In addition, students will learn about cerumen management methodologies, equipment, indications and contraindications. State and federal agencies that govern infection control, their guidelines and protocols applicable to the audiologist, and scope of practice and regulatory issues related to cerumen management will be addressed. Includes laboratory requirement.

**AUDE 5140 - Auditory Science - 4 credit hours:** A study of the physical nature of sound and the human psychological response to auditory stimulation. Topics include acoustic analysis from simple harmonic motion to complex waves; sensitivity; pitch, loudness, and temporal perception; masking; and binaural hearing.

**AUDE 5180 - Clinical Rotation I - 0.5 credit hour:** Guided observations of audiologic activities. Students observe and assist preparations for and administration of clinical evaluations and treatment. Limited hands on experience may be included.

**AUDE 5200 - Acquisition and Development of Communicative Skills - 2.5 credit hours:** This course is designed to introduce students to normal acquisition and development of communication skills and to the impact of hearing loss on these skills. An introduction to disorders of communication will enable students to identify speech, language, voice and fluency concerns and determine appropriate referrals, within the audiologist's scope of practice.

**AUDE 5220 - Anatomy and Physiology of the Auditory-Vestibular System - 4 credits: 3 credit lecture, 1 credit lab:** A study of the structure and function of the auditory-vestibular system. This course will cover basic human anatomy and physiology concepts relevant to hearing and balance function. There will be an emphasis on the peripheral auditory and vestibular anatomy and physiology, including the external ear, middle ear, cochlea, peripheral vestibular organs and the VIIIth Cranial Nerve.

**AUDE 5230 - Professional Roles and Responsibilities - 1 credit hour:** This class is designed to introduce students to the professional roles and responsibilities of an audiologist, as well as other members of the healthcare delivery team. With current emphasis on team delivery of healthcare services, it is important that students understand the interrelationship of the various healthcare professions in total patient care. Particular emphasis will be placed on those health professions that are educated at the various schools of A.T. Still University, including the history and philosophy of osteopathic medicine. Audiology, as a profession, will be studied in some detail. Students will learn the history of audiology and its evolution to a doctoral level profession. Scope of practice, ethics, certification, licensure, and specialty areas will be studied. Contemporary professional practice issues will be discussed by guest speakers in several specialty areas.

**AUDE 5240 - Essentials of Audiology I - 3 credits: 2 credit lecture, 1 credit lab:** The first of a two-course sequence covering basic audiometric tests and procedures. Topics will include case history, otoscopy, behavioral threshold testing, masking, speech audiometry, and puretone screening for school-age children and adults. Includes laboratory requirement.

**AUDE 5280 - Clinical Rotation II - 0.5 credit hour:** Guided observations of audiologic activities. Students observe and assist preparations for and administration of clinical evaluations and treatment. Limited hands on experience may be included.

**AUDE 9110 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

**AUDE 9120 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

### First Year: Spring Semester

**AUDE 5300 - Communication Methodology for Hearing Impaired Children - 1.5 credit hours:** This course is designed to introduce students to a range of communication options available to individuals who are deaf or hard-of-hearing. These communication options include Oral, Cued Speech, Total Communication, and Bilingual-Bicultural, with variations within each category. Reasons that families choose specific communication systems, and the relative strengths and weaknesses of the various systems will be addressed. Aural rehabilitation approaches and methodologies will be covered with a focus on therapeutic aspects. Students will develop aural rehabilitation lessons appropriate to a range of students and auditory abilities.

**AUDE 5310 - Embryology and Genetic Conditions - 2.5 credit hours:** This course covers embryologic development with emphasis on normal and abnormal or interrupted development. Genetic concepts and terminology will be covered together with information regarding the association of certain organ systems with audiovestibular system impairments. Material will also include information regarding genetic testing, genetic counseling, and the audiologist's role and responsibilities in identifying and managing these conditions.

**AUDE 5340 - Essentials of Audiology II - 4 credits: 3 credit lecture, 1 credit lab:** The second of a two-course sequence covering basic audiometric tests and procedures. Topics will include immittance audiometry, cochlear and retrocochlear site-of-lesion tests, tests for pseudohypacusis, and techniques for measuring audiometric test performance. The course will also review instrument calibration standards and procedures utilized in the practice of audiology. Includes laboratory requirement.

**AUDE 5400 - Speech Perception - 2.5 credits: 2 credit lecture, 0.5 credit lab:** An overview of the acoustics of speech and topics related to speech perception. Areas of study include normative, articulatory, and acoustic phonetics; methods of the acoustic analysis of speech; models and theories of speech perception; and multimodal processing of speech. Includes laboratory requirement.

**AUDE 5410 - Acquired Auditory-Vestibular Disorders - 3 credit hours:** This course provides a study of acquired peripheral and central pathologies affecting the auditory and vestibular systems. Disorders of the conductive, sensory, and neural systems will be covered in-depth with details provided on diagnosis, etiologies, signs and symptoms, related

findings, and treatment options. Emphasis will be placed on understanding the relation between pathophysiologic factors, test measures, test outcomes, and function-dysfunction.

**AUDE 5440 - Manual Communication I - 1 credit hour:** This course will provide a focus on improving communication abilities and utilizing varying strategies to enhance receptive and expressive clinical information. A history of manual communication systems including American Sign Language will be examined and demonstrated through Total Communication. Students will be exposed to the history and culture of the deaf community and how this special population can best be served in their clinical practice. Students will gain experience in receptive and expressive fingerspelling and signs of medical terminology. Additionally, students will be asked to reflect upon several articles and a novel providing insight into the role of the Deaf community.

**AUDE 5450 - Amplification I - 3 credits: 2 credit lecture, 1 credit lab:** This course will cover the history of hearing aids in the healthcare market. Past and current hearing aid styles, components, acoustics, and measurement characteristics will be discussed. Skills will be gained in taking ear-mold impressions; performing cleaning, maintenance, and adjustments on hearing aids; and modifying hearing aids and earmolds. Information will also be provided regarding patient assessment measures used to aid in appropriate hearing aid selection and verification, as well as how to provide basic hearing aid recommendations to patients. Includes laboratory requirement.

**AUDE 5460 - Otoacoustic Emissions - 2 credits: 1.5 credit lecture, 0.5 credit lab:** A study of the origin and classification of otoacoustic emissions (OAEs), as well as test equipment and procedures for obtaining OAEs. Interpretation of results and uses of OAE data in screening and differential diagnosis of auditory disorders. Instrumentation and testing procedures will be covered in the laboratory segment of this course. Includes laboratory requirement.

**AUDE 5580 - Clinical Rotation III - 1 credit hour:** Guided observations of audiologic activities. Students observe and assist preparations for and administration of clinical evaluations and treatment. Limited hands on experience may be included.

**AUDE 9130 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

## Second Year: Fall Semester

**AUDE 6120 - Pharmacology & Ototoxicity - 2.5 credit hours:** This course is designed to introduce audiology students to the basic concepts and principles of pharmacology. An overview of drug development, drug regulations, and basic drug classifications will be provided. In-depth information will be presented regarding drugs used in the diagnosis and treatment of hearing and balance disorders, drugs which affect the function of the auditory and vestibular systems, and the concept of polypharmacy. The course also covers ototoxicity (cochleotoxicity, vestibulotoxicity, and neurotoxicity) and ototoxic monitoring. Students will gain an appreciation for the role of audiologists related to understanding patients' needs, behaviors, and clinical outcomes associated with medication use, as appropriate for a professional committed to whole person healthcare.

**AUDE 6140 - Pediatric Audiology - 3 credits: 2 credit lecture, 1 credit lab:** The purpose of this course is to further familiarize students with the basic anatomy and physiology of the auditory system, auditory development, the rationale and principles behind the assessment of hearing in pediatric patients, and the most current and precise testing



techniques (behavioral and physiological) for this population. In addition, students will become familiar with the medical aspects of hearing loss (disorders) and learn about educational opportunities for the child with a hearing impairment. Students will also become familiar with common fitting techniques in pediatric amplification. Includes laboratory requirement.

**AUDE 6150 - Amplification II - 3 credits: 2 credit lecture, 1 credit lab:** This course will cover selection, fitting, and adjustment of hearing aids. Topics will include patient counseling, hearing aid selection and orientation, hearing aid fitting and verification measures, as well as ordering, billing, and ethics. The course focus will be on understanding and utilization of state-of-the-art technology. The laboratory portion of this course will focus on a range of manufacturers and technology options, pre- and post-fit testing measures and scales, as well as counseling and programming skills. Includes laboratory requirement.

**AUDE 6180 - Clinical Rotation IV - 2 credit hours:** Direct clinical observation and participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 6190 - Clinical Module I - 0.5 credit for each course, Pass/Fail:** This two-course sequence is designed to provide students with opportunities to review and practice clinical procedures covered in previous and concurrent applied courses. Hands-on practice experiences are provided in a laboratory environment under faculty supervision and mentorship with a focus on the integration of diagnostic and treatment measures.

**AUDE 6210 - Counseling in Audiology - 2.5 credit hours:** This course is designed to introduce students to the fundamental principles, contemporary theories, and applied techniques of the counseling process. Special emphasis will be placed on communication skills and techniques and issues and practices related to the psychosocial effects of hearing loss on individuals of all ages and their families. The role of counseling across the scope of audiologic practice, including diagnostic and rehabilitative activities, will be discussed.

**AUDE 6220 - Tinnitus, Hyperacusis & Misophonia: Evaluation and Treatment - 2.5 credits: 2 credit lecture, 0.5 credit lab:** This course is designed to introduce students to tinnitus, hyperacusis, and misophonia. Various theories about the causes, mechanisms, and treatments will be addressed during class time discussions. Assessment tools will be covered and discussed. Includes laboratory requirement.

**AUDE 6240 - Central Auditory Processing Disorders: Assessment and Management - 3 credits: 2 credit lecture, 1 credit lab:** The purpose of this course is to review basic anatomy and physiology of the auditory system as it pertains to auditory processing, to enable students to understand the theories and research on auditory processing, and to familiarize students with behavioral tests used to assess auditory processing and its related disorders. Current information regarding management of individuals with (C)APD will also be presented. Includes laboratory requirement.

**AUDE 6260 - Auditory Evoked Responses and Neurodiagnostics I - 3 credits: 2 credit lecture, 1 credit lab:** This course will cover the normal aspects, recording parameters, test procedures, and interpretation of the auditory evoked response. Specific topics in this course will include electrocochleography, the auditory brain-stem response and Auditory Steady State Response. Also included will be an in-depth study of pathologies of the retrocochlear system. Includes laboratory requirement.

**AUDE 6280 - Clinical Rotation V - 2 credits:** Direct clinical observation and participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 6290 - Clinical Module II - 0.5 credit for each course, Pass/Fail:** This two-course sequence is designed to provide students with opportunities to review and practice clinical procedures covered in previous and concurrent applied courses. Hands-on practice experiences are provided in a laboratory environment under faculty supervision and mentorship with a focus on the integration of diagnostic and treatment measures.

**AUDE 9210 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

**AUDE 9220 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

## Second Year: Spring Semester

**ASHS 6300 - Research Methods and Design - 3 credit hours:** This course will focus on the development and application of graduate level knowledge and skills related to research methods in the health sciences. Skills regarding the development of a research proposal, including the identification of a problem, conducting a literature review, developing a hypothesis, designing a study and submitting an Institutional Review Board application are integral components of this course.

**ASHS 6400 - Methods of Data Analysis - 3 credit hours:** Development and application of graduate level knowledge and skills regarding methodologies and statistics appropriate in descriptive and experimental research. Statistical software programs will be utilized to enhance student understanding and application of course material.

**AUDE 6310 - Audiological Rehabilitation for Adults - 2.5 credit hours:** Topics include rehabilitation evaluation and use of self-assessment instruments; teaching the patient and family listening and helping skills, as well as other methods to enhance communication and sound awareness through individual or group communication; and meeting the rehabilitative needs of the aging population.

**AUDE 6330 - Practice Development I - 2.5 credit hours:** This course is designed to introduce the students to the business and regulatory environment in which they will eventually practice. The topics covered include business functions, the regulation of healthcare finance and quality, and the current landscape of healthcare in the United States.

**AUDE 6370 - Vestibular Assessment and Treatment I - 3 credits: 2 credit lecture, 1 credit lab:** This course is designed to provide students with knowledge of the anatomy and physiology of the peripheral and central vestibular systems, as well as an overview of human equilibrium systems. This course will also provide students with a comprehensive overview of vestibular assessment and evaluation procedures as well as vestibular rehabilitation protocols and procedures. Students will learn how to perform a vestibular evaluation and perform certain vestibular rehabilitation procedures. Includes laboratory requirement.

**AUDE 6380 - Clinical Rotation VI - 2 credit hours:** Direct clinical observation and participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 6400 - Manual Communication II (Elective) - 1 credit hour:** This elective will cover vocabulary and sentence building in American Sign Language and expand knowledge of general deaf culture for the purpose of improving general Deaf patient interactions, conversations, and taking case histories.

**AUDE 6420 - Occupational and Environmental Hearing Conservation - 3 credits: 2 credit lecture, 1 credit lab:** This course is designed to introduce you to the principles and practices of occupational, educational, and environmental hearing conservation. Topics will include determination of noise exposure, regulatory and advisory agencies and standards, classroom acoustics, hearing conservation programs in occupational and school settings, noise abatement, and hearing protection devices. The course will also include an overview of the principles and practices of forensic audiology. Includes laboratory requirement.

**AUDE 6450 - Amplification III - 3 credits: 2 credit lecture, 1 credit lab:** The purpose of this class is to review with students the auditory system as it applies to implantable devices; medical and audiologic indications for implantable hearing devices for adults and children; and the rationale and principles behind implantable hearing devices. In addition, students will spend time learning about outcomes with the different devices and rehabilitation options for recipients. Students will be familiar with the coding and reimbursement issues as they pertain to implantable devices. Includes laboratory requirement.

**AUDE 6460 - Auditory Evoked Responses and Neurodiagnostics II - 3 credits: 2 credit lecture, 1 credit lab:** This course is the second of a two-course sequence on auditory evoked responses (AERs). The purpose of this course is to review the anatomy and physiology of the auditory system as it pertains to cortical evoked responses and to familiarize students with basic and applied information regarding middle and late AERs. Students will engage in case-based learning and journal club activities to integrate information obtained from AERs and other patient data related to a wide range of disorders involving attention, (central) auditory processing, speech perception, memory, and cognition. Intraoperative neurophysiologic monitoring (IONM) techniques, and other specialized evoked responses, will also be presented. Includes laboratory requirement.

**AUDE 6480 - Clinical Rotation VII - 2 credit hours:** Direct clinical observation and participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 6970 - 2nd Year Comprehensive Examination - 0 credits, Pass/Fail:** This course is graded as pass/fail.

**AUDE 9230 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

### Third Year: Fall Semester

**AUDE 7100 - Basic Principles of Medical Imaging - 1.5 credit hours:** This course is designed to illustrate the uses of imaging techniques in the evaluation of auditory and vestibular pathology. The techniques of radiography, CT, MRI,

fMRI, nuclear medicine (including PET & SPECT scanning), vascular imaging, and EEGs will be covered with direct correlations made to the auditory-vestibular system.

**AUDE 7150 - Amplification IV - 2 credits: 1.5 credit lecture, 0.5 credit lab:** This course provides an in-depth look at assistive listening and alerting technology to assist deaf and hard of hearing individuals in the home, school, and community. We will explore a variety of levels at which the audiologist may elect to address assistive technology. Topics will include relevant legislation, system characteristics, selection, and evaluation of devices and application to various populations. Students will be expected to complete actual use of multiple assistive listening devices and submit a laboratory report on each device. Includes laboratory requirement.

**AUDE 7170 - Vestibular Assessment & Treatment II - 2.5 credits: 2 credit lecture, 0.5 credit lab:** The purpose of this class is to expand on the foundation of the anatomy, physiology, pathology, and diagnostic evaluation of the balance system within the scope of practice of an audiologist. Students will be able to perform electronystagmography and videonystagmography (ENG/VNG) upon successful completion of this course. They will have an understanding of computerized dynamic posturography (CDP) and whole body rotational testing (WBRT). The students will have a scientific and clinical background of vestibular rehabilitation. The students will have the ability to identify and triage patients with vestibular disorders into appropriate therapy programs. Students will be instructed on the correct administration of VRT protocols and accurate evaluation of treatment efficacy. Includes laboratory requirement.

**AUDE 7180 - Clinical Rotation VIII - 4 credit hours:** Direct clinical participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 7190 - Clinical Module III - 0.5 credit for each course, Pass/Fail:** This two-course sequence is designed to provide students with opportunities to review and practice clinical procedures covered in previous and concurrent applied courses. Hands-on practice experiences are provided in a laboratory environment under faculty supervision and mentorship with a focus on the integration of diagnostic and treatment measures.

**AUDE 7210 - Educational Audiology - 2.5 credit hours:** This course will cover the role of audiologists in educational settings. Educational audiology has become recognized as a specialty area in our profession, since the responsibilities of an educational audiologist differ significantly from those of audiologists in many other clinical settings. Educational audiologists have the opportunity to make a significant contribution to the quality of educational life for children. Legislative mandates have increased the availability of educational audiology services in the schools, but the number of educational audiologists is still insufficient to provide the level of services our children deserve. Clinical and educational audiologists must understand each other's roles and work cooperatively to help address the communication needs of children. At the conclusion of this course students will have a better understanding of the role of the educational audiologist, an appreciation of how educational audiology relates to whole person health-care, and perhaps an interest in pursuing an educational audiology role in future career planning. Course topics will include the identification, assessment, and management of hearing loss related to the educational setting.

**AUDE 7220 - Advances in Audiologic Care - 1.5 credit hours:** Seminar to present current trends and topics important to the practice and profession of audiology.

**AUDE 7230 - Practice Development II - 2.5 credit hours:** This course will examine the various aspects of planning a business and key business functions. The topics will include a general overview of business planning, discussion of the

different business structures, various concepts in business law, specifics in costs for owning a business, and discussion of the feasibility of starting a private practice in today's healthcare system.

**AUDE 7280 - Clinical Rotation IX - 4 credit hours:** Direct clinical participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 7290 - Clinical Module IV - 0.5 credit for each course, Pass/Fail:** This two-course sequence is designed to provide students with opportunities to review and practice clinical procedures covered in previous and concurrent applied courses. Hands-on practice experiences are provided in a laboratory environment under faculty supervision and mentorship with a focus on the integration of diagnostic and treatment measures.

**AUDE 9310 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

**AUDE 9320 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

### Third Year: Spring Semester

**AUDE 7300 - Speech and Language Disorders in Adults\* (Bridge Course\*\*)- 2.5 credit hours:** This course is designed to cover the theory and techniques for the differential diagnosis and treatment of speech and language disorders in adults. Students will learn to administer and interpret common diagnostic tests; they will learn to use the assessment data to complete a written assessment report. Students will learn about treatment approaches for various communicative disorders. Topics to be included are assessments, treatments, articulation, fluency, traumatic brain injuries, aphasia, dysarthria, apraxia, dysphagia, voice disorders, and other neurological disorders such as Parkinson's.

**AUDE 7330 - Ethics in Audiology\* - 2.5 credit hours:** Ethics is the branch of philosophy that deals with the study and evaluation of human conduct in light of moral principles, which may be viewed as the individual's standard of conduct, or as a body of social obligations and duties (Institute of Chiropractic Ethics.) Audiology, in its transition to a doctoring profession, is faced with redefining many ethical principles to reflect current state of the art and clinical practice realities. Ethical obligations may not reflect personal beliefs, but audiologists have a professional obligation to be responsible for, and abide by, the ethical standards of the associations and organizations to which they belong. ASHA, AAA, ADA, and other professional organizations have adopted codes of ethics that set forth standards of integrity and ethical principles for their members. The codes call for certain behaviors in specific situations, but cannot be expected to cover every situation that calls for ethical behavior. In this class, we will examine the "spirit" of the codes as well as the "letter," and establish a framework for ethical decision-making. Multicultural aspects of patient care and issues related to disparities in healthcare will also be presented.

**AUDE 7340 - Hearing Loss and Healthy Aging\* - 1.5 credit hours:** This course is designed to address issues concerning the effects of aging on hearing. Changes in the auditory system as a function of aging, the impact on patient function, and healthy aging will be emphasized. The module will provide information on management of hearing loss in the aged population and strategies for collaborating with stakeholders to increase referrals for hearing healthcare.

**AUDE 7380 - Clinical Rotation X - 6 credit hours:** Direct clinical participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 7430 - Professionalism and Leadership\* - 1.5 credit hours:** This module will provide a forum for discussion of the organization and function of professional associations, activities that serve the professional community, and service to the public. Leadership concepts and professional characteristics will also be discussed.

**AUDE 7480 - Clinical Rotation XI - 6 credit hours:** Direct clinical participation in aspects of audiological practice. Students will be expected to integrate foundational knowledge and skills into the evaluation and treatment of patients.

**AUDE 7490 - Early Hearing Detection and Intervention\* - 2.5 credit hours:** This course provides a comprehensive introduction to the role of the audiologist in Early Hearing Detection and Intervention (EHDI) programs. Topics include legislative mandates; organization, design, administration, and evaluation of EHDI programs; the importance of follow-up; data management and tracking; early intervention for infants and their families; transition to the educational system; and the medical home, as well as a comprehensive review of current literature related to newborn hearing screening, diagnosis, amplification, and early intervention. Special emphasis will be placed on outcome measures used to assess the efficacy and effectiveness of the EHDI programs.

**AUDE 7970 - 3rd Year Comprehensive Examination - 0 credits, Pass/Fail:** This course is graded as pass/fail.

**AUDE 9330 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

#### Fourth Year: Fall Semester

**AUDE 8120 - Speech and Language Disorders in Children\* (Bridge Course\*\*) - 2.5 credit hours:** This course is designed to cover the theory and techniques for the diagnosis and treatment of speech and language disorders in children from preschool through school-age. Students will learn typical and atypical patterns of speech and language development. Students will be introduced to specific assessment methods, as well as specific intervention methods.

**AUDE 8180 - Clinical Rotation XII - 18 credit hours:** Full-time clinical rotations providing the student opportunities to participate in direct patient care within the scope of practice of audiology. Students will be involved in diagnostic evaluations, patient management and routine duties within audiology practices to expand and refine clinical skills, professional interactions, and knowledge of practice management.

**AUDE 9410 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

#### Fourth Year: Spring Semester

**AUDE 8280 - Clinical Rotation XIII - 16 credit hours:** Full-time clinical rotations providing the student opportunities to participate in direct patient care within the scope of practice of audiology. Students will be involved

in diagnostic evaluations, patient management and routine duties within audiology practices to expand and refine clinical skills, professional interactions, and knowledge of practice management.

**AUDE 9420 - Audiology Grand Rounds - 0 credits, Pass/Fail:** A weekly forum for clinical presentations by students, lectures, roundtables, discussions with guest speakers, and interaction between faculty and students concerning topics related to clinical rotation experiences and the profession of audiology.

### Other Courses

**AUDE 6980 - 2nd Year Comprehensive Examination Remediation - 0 credits, Pass/Fail:** This course is graded as pass/fail.

**AUDE 6990 - 2nd Year Comprehensive Examination Retest - 0 credits, Pass/Fail:** Prerequisite: successful completion of AUDE 6980. Prerequisite: Successful completion of AUDE 6980.

**AUDE 7980 - 3rd Year Comprehensive Examination Remediation - 0 credit hours:** This course is graded as pass/fail. (0 credits, Pass/Fail)

**AUDE 7990 - 3rd Year Comprehensive Examination Retest - 0 credit hours:** Prerequisite: successful completion of AUDE 7980. (0 credits, Pass/Fail) Prerequisite: Successful completion of AUDE 7980.

*\* Courses denoted with an asterisk may be delivered via web-based technology.*

*\*\*Bridge Courses are required for students who do not have 6 semester credit hours of didactic coursework in the areas of speech and language disorders for adults and children shown on previous transcripts. The student will be required to enroll in one or both Bridge Courses to meet minimum credit hours, as specified in certain state licensure requirements. These courses may be taken by other students as electives.*

## [Post-Professional] Doctor of Audiology - online

A.T. Still University's Post-Professional Audiology Program is a fully online program that offers the Doctor of Audiology (AuD) degree and is uniquely tailored to each audiologist's experiences and needs. This program design offers the most personally relevant and rewarding route for current practitioners to pursue the AuD degree, making a difference in their future, the future of their patients, and the future of the profession of audiology.

### Length of Program

The standard program length for completion of the online Post-Professional Doctor of Audiology Program is 2 years (38 semester hour credits) for students with the equivalent of three or more years of full-time audiology practice experience after completing a master's degree in audiology. A 3-year curriculum plan option (57 semester hour credits) is available for students with one to three years of post-master's degree audiology practice experience.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Curriculum Plan	Tuition
2-Year Curriculum Plan <b>for the entire program for students who matriculate during the 2019-2020 academic year</b> with tuition billed \$4,000 per semester (Standard Academic Plan for practitioners with a minimum 3 years of post-masters' degree professional practice experience.	\$16,000.00
3-Year Curriculum Plan <b>for the entire program for students who matriculate during the 2018-2019 academic year</b> with tuition billed \$3,750 per semester (For practitioners with less than 3 years of post-masters' degree professional practice experience.	\$22,500.00

### Admissions

#### Application Process

The online Post-Professional Doctor of Audiology Program is designed with a focus on meeting the needs of the global practicing professional. The program is now accepting applications. Program information and a link to the online application can be found at <https://www.atsu.edu/doctor-of-audiology-degree-online>.

#### Application Deadline

Applications are reviewed on a rolling basis. Students are enrolled in the Post-Professional Doctor of Audiology Program twice a year; July and January.

#### Admission Requirements



1. A master's or doctoral degree in audiology from a regionally-accredited college or institution, or the equivalent based on evaluation of foreign transcripts for U.S. degree/course equivalency. Master's degree equivalency as demonstrated through state licensure in audiology or verification of the Certificate of Clinical Competence in Audiology (CCC-A) is also accepted.
  2. A minimum of 2.70 GPA for the graduate program (on a 4.0 scale). The undergraduate GPA will be included in the GPA calculation for applicants whose transcripts are from countries where the undergraduate degree is the degree in audiology and the master's degree is not required to practice.
  3. Submission of all official college or academic transcripts from the institutions where master's and/or doctoral degree/s were earned, or official transcripts for all academic coursework utilized for degree/course equivalency.
  4. International applicants must also review the information on admissions for international students.
  5. Applicants must submit official documentation of current audiology licensure/certification/registration. If licensure/certification/registration were held in the past, but not currently active, applicants must submit official documentation of previous licensure, certification, or registration. If the licensure or certification agency does not send paper verification forms, the applicant must provide a website URL for verification of previous licensure or certification. For applicants who practice outside of the United States or Canada, the applicant must provide official documentation of regulatory certification or registration to practice audiology that is held by the applicant, and the applicant's credentials will be evaluated on a case-by-case basis. Individuals are not eligible to enroll in the program if their license, certification or registration is currently revoked or suspended.
  6. Applicants must submit an Employer Verification form from a current or most recent employer. A colleague can complete the verification form to attest for those who are self-employed.
  7. Length and breadth of experience post-master's degree will assist in determining curriculum:
    - a. A two-year curriculum plan may be approved for an applicant with three years or more of full-time clinical experience.
    - b. A three-year plan may be approved for an applicant with one to three years of full-time clinical experience
    - c. If an applicant is not currently licensed, certified, or registered and has not been engaged in the profession of audiology in the past 5 years, a three-year academic plan will be required. Individuals who have not been engaged in the profession of audiology within the last 10 years are not eligible for the Post-Professional Doctor of Audiology degree program.
  8. Computer literacy and experience in word processing and Internet use. All curricula require extensive computer usage.
  9. Three references from audiologists or healthcare professionals familiar with the applicant's clinical and professional experience. Letters of reference must be submitted for each application year.
  10. A personal resume following the guidelines offered in the application packet.
  11. Applicants are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University. Written and spoken proficiency in the English language may be demonstrated by one of the following options:
    - Option 1 - English is your first language.
    - Option 2 - Graduated from a regionally accredited four year university or college in the United States (minimum BA or BS).
    - Option 3 - You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL) or the International English Testing Service (IELTS).
- Acceptable minimal scores for ASHS applications are:
- TOEFL: Internet based total score = 80

- IELTS score are an overall band score of 6.5

The TOEFL is administered by TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ, 08541-6151, USA 609.771.7100. Information is available at TOEFL. A.T. Still University's institutional code is 0339. Please be sure to include this information when you submit your application packet. TOEFL Educational Testing Services P.O. Box 6151 Princeton, NJ 08541-6151 609.771.7100 IELTS information

12. Interview conducted via virtual meeting or by phone for those applicants who are considered potential candidates.
13. If an applicant is not granted admission, upon consideration of a completed application file, new materials and fees must be submitted in order to reapply at a later date and to demonstrate additional qualifications.

Applicants who wish to be considered for more than one program at ATSU must submit a separate application fee and application packet. Application materials are not transferable to another ATSU program. Acceptance to ATSU is to a specific program and is not transferable to any other program.

For additional information contact an Enrollment Counselor (toll-free) at 877.469.2878 or [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu)

## Graduation Requirements

To earn the Doctor of Audiology degree through the post-professional online program, all students must:

1. Complete all courses in the prescribed academic degree plan.
2. Pass all courses with a minimum grade of 'C' and an overall GPA of 3.0 on a 4.0 scale.
3. Discharge all financial obligations to ATSU.
4. Submit an RSVP for the appropriate commencement ceremony (found on the graduation website).
5. Ensure that the mailing address in the CampusNexus Student Portal is current. This is the address where the diploma will be mailed.

Note: Attending a commencement ceremony is not required but is highly recommended.

## Post-Professional Doctor of Audiology Program Online Non-Degree

The Post-Professional Doctor of Audiology Non-Degree option is designed for practicing audiologists, holding a master's or doctoral degree in audiology (e.g. MA, MS, AuD or PhD) with a minimum of one year of full-time practice as a licensed/certified/registered audiologist interested in the following:

- Expanding current knowledge and skill set into another aspect of the profession
- Collaborating with global peers on a topic of interest
- Obtaining continuing education hours through online education (all individuals interested in obtaining CEU credits are encouraged to obtain prior course approval from their professional licensure/registration/certification organization)
- Relocating and in need of additional credits to obtain licensure/certification/registration in a different country (documentation required from credentialing agency)
- Considering the AuD program and enrolling in the single course option to explore online education

Non-degree seeking students may complete a maximum of three courses. Non-degree seeking credit hours may be transferred to the Post-Professional Doctor of Audiology Program (AUD-P) if the course was passed with a grade of "C" (70%) or better.

1. Non-degree seeking students transferring credit hours into the full, Post-Professional Doctor of Audiology Program (AUD-P) will be required to pay the full, flat rate established for the Post-Professional Doctor of Audiology Program (AUD-P).

2. Post-Professional Doctor of Audiology students transferring NDS credits would have 2 options:
  - a. Post-Professional Doctor of Audiology students may opt to not take a course in a session for which they have transferred in course credits.
  - b. Post-Professional Doctor of Audiology students have the option to take another course that is offered during that session. Determination would be made during the interview process.

3. Non-degree course credits will not be transferable after 5 years of completing the non-degree seeking course.

For enrollment in non-degree seeking online courses, A.T. Still University (ATSU) employees, legally recognized spouses and children of ATSU employees, residential students and legally recognized spouses, ATSU preceptors, ATSU alumni and members of audiology professional state associations or ATSU Audiology partner organizations MAY be eligible for a tuition discount. For questions regarding eligibility, please contact Enrollment Services at (toll-free) 866-626-2878 Ext. 2019 or (direct) 660-626-2019 or via email to [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu).

For information, please contact Dr. Andrea Ruotolo, program director at [aruotolo@atsu.edu](mailto:aruotolo@atsu.edu).

Post-Professional Doctor of Audiology Non Degree Admissions Requirements:

1. A master's or doctoral degree in audiology from a regionally-accredited college or institution, or the equivalent based on evaluation of foreign transcripts for U.S. degree/course equivalency. Master's degree equivalency as demonstrated through state licensure in audiology or verification of the Certificate of Clinical Competence in Audiology (CCC-A) is also accepted.
2. Submission of all official college or academic transcripts for institutions from which a master's and/or doctoral degree/s were earned, or official transcripts for all academic coursework utilized for degree/course equivalency. Canadian transcripts which are in English and on a 4.0 grading scale do not require evidence of U.S. degree/course equivalency.
3. Applicants must submit official documentation of current audiology licensure/certification/registration. If licensure/certification/registration were held in the past, but not currently active, applicants must submit official documentation of previous licensure, certification, or registration. If the licensure or certification agency does not send paper verification forms, the applicant must provide a website URL for verification of previous licensure or certification. For applicants who practice outside of the United States or Canada, the applicant must provide official documentation of regulatory certification or registration to practice audiology that is held by the applicant, and the applicant's credentials will be evaluated on a case-by-case basis. Individuals are not eligible to enroll in the program if their license, certification or registration is currently revoked or suspended.
4. Applicants are required to demonstrate proficiency in English when applying to A.T. Still University Arizona School of Health Sciences. Written and spoken proficiency in the English language may be demonstrated by one of the following options:
  - Option 1 - English is your first language.
  - Option 2 - Graduated from a regionally accredited four year university or college in the United States (minimum BA or BS).
  - Option 3 - You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL) or the International English Testing Service (IELTS).

Acceptable minimal scores for ASHS applications are:

- TOEFL: Internet based total score = 80
- IELTS score are an overall band score of 6.5

The TOEFL is administered by TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ, 08541-6151, USA 609.771.7100. Information is available at TOEFL. A.T. Still University's institutional code is 0339. Please be sure to include this information when you submit your application packet. TOEFL Educational Testing Services P.O. Box 6151 Princeton, NJ 08541-6151 609.771.7100.

### IELTS information

### **Technology Requirements**

All ATSU students are required to own a computer system. Minimum system technology specifications vary depending on program.

### **Foreign Credential Evaluation**

Applicants who have graduated from a foreign college or university must submit acceptable evidence of U.S. degree/course equivalency. All coursework taken at the foreign institution must be evaluated for American institution equivalence by one of the following services:

World Education Services  
P.O. Box 5087 Bowling Green Station  
New York, NY 10274-5087  
Phone: 212. 966.6311  
Fax: 212.739.6139  
info@wes.org  
www.wes.org

Josef Silny & Associates, Inc.  
International Education Consultants  
7101 SW 102 Avenue  
Miami FL 33173  
Phone: 305.273.1616  
Fax: 305.273.1338  
info@jsilny.com  
www.jsilny.com

## **Curriculum**

These exceptional courses in the doctor of audiology curriculum will provide students with the advanced knowledge, skills, insights and techniques consistent with what makes A.T. Still University a preeminent learning-centered institution. Please note that each student has a customized academic degree plan so students do not take every course listed below.

Courses of instruction used for the online audiology degree allow specific areas of knowledge and clinical practice to be defined and presented in concise units. Each course is four or ten weeks in length (indicated in parentheses following the description). Credits assigned to audiology courses are one and a half semester credit hours for a four-week course, and four semester credit hours for a ten-week course. Course descriptions, course durations, and related information are subject to change.

## **Course Descriptions and Credit Values**

**AUDP 7000 - Ethics, Leadership, and Professionalism - 10 weeks/4 credit hours:** This course begins with an introduction to the online learning system used for this academic program. Students will be instructed in online navigation tools, computer basics and academic resources. Students will then be introduced to the professional roles and responsibilities of a variety of members of the healthcare delivery system and provided an orientation to the history and philosophy of osteopathic medicine upon which A.T. Still University is founded. In addition, the course will examine contemporary ethical issues in audiology and provide a framework for ethical decision-making. Topics

also include information regarding the organization and function of professional associations, activities which serve the professional community, service to the public and the development of leadership skills.

**AUDP 7100 - Neuroscience and Neuroimaging - 10 weeks/4 credit hours:** The foundations of audiologic diagnostic and therapeutic measures are based upon an understanding of the anatomy and physiology of the nervous system. This course provides a study of the development of the nervous system, the structure and function of the peripheral nervous system and the central nervous system, neurovasculature, and in-depth coverage of the audiovestibular system. Students will gain an understanding of imaging techniques used for the evaluation of auditory and vestibular pathologies. Neurodiagnostic imaging data from CT scans, MRI, etc., will be correlated with audiologic findings when possible.

**AUDP 7200 - Pathologies of the Auditory and Vestibular System - 10 weeks/4 credit hours:** This course provides detailed coverage of auditory and vestibular pathologies and their relation to structure and function. Course materials will present information about anatomy and physiology of the human ear, techniques in visualization and examination of the ear (including instrumentation) and cerumen management. Case studies are used to show audiologic patterns associated with various disorders. Topics will cover the basic otologic/medical evaluation and surgical and medical treatments of auditory/vestibular conditions.

**AUDP 7300 - Pharmacology and Ototoxicity - 10 weeks/4 credit hours:** This course is designed to introduce students to the basic concepts and principles of pharmacology. Drug development, drug regulations, pharmacokinetics, pharmacodynamics and basic drug classifications will be covered. In addition, information will be presented regarding drugs used in the diagnosis and treatment of hearing and balance disorders, drugs which affect the function of the audiovestibular systems, and the concept of polypharmacy. The course also covers ototoxicity (cochleotoxicity, vestibulotoxicity and neurotoxicity) and ototoxic monitoring. Students will gain an appreciation for the role of audiologists related to understanding patients' needs, behaviors, and clinical outcomes associated with medication use, as appropriate for a professional committed to whole person healthcare.

**AUDP 7500 - Genetics and Hearing Loss - 10 weeks/4 credit hours:** This course covers the wide diversity of genetic conditions and syndromes which involve hearing loss and/or aberrant audiovestibular system function is involved. Review of basic inheritance patterns, including Mendelian transmission together with pertinent embryology, is covered. Current genetic concepts and terminology are provided together with discussion of certain organ systems' association with audiovestibular system impairments/deficits. Additional topics include appropriate professional language in syndromology, genetic testing, genetic counseling, and the need to utilize audiovestibular probes to best highlight the audiovestibular deficits seen in conjunction with the patient's particular genotype.

**AUDP 8100 - Vestibular Evaluation and Management - 10 weeks/4 credit hours:** This course is designed to provide students with in-depth coverage of the anatomy and physiology of the central & peripheral vestibular structures as well as the human equilibrium system. Vestibular assessment procedures including obtaining an appropriate case history, principles of ENG/VNG, non-computerized postural stability testing and non-computerized rotational testing will be addressed. Additionally, students will be introduced to vestibular rehabilitation techniques focusing on canalith repositioning maneuvers for benign paroxysmal positional vertigo (BPPV). Case studies will be utilized to enhance the learning experience. Topics include infection control procedures as they relate to vestibular evaluation and management.

**AUDP 8110 - Advanced Vestibular Evaluation and Management - 10 weeks/4 credit hours:** This course is designed to provide students with a detailed understanding of specialized vestibular diagnostic tools. Topics will include

rotational chair testing, computerized dynamic posturography (CDP), vestibular evoked myogenic potentials (VEMP), video head impulse testing (VHIT) and subjective visual vertical (SVV) testing. Test results will be correlated with ENG/VNG and common errors in interpretation will be covered. The philosophical bases for vestibular treatment will be addressed, providing specific symptom-based strategies for treating identifiable vestibular dysfunction. Students will be instructed on effective administration of vestibular rehabilitation therapy (VRT) protocol and accurate evaluation of treatment efficacy. Content delivery will utilize a practical approach to allow audiologists to develop knowledge and skills for provision of vestibular treatment within their scope of practice. Topics include infection control procedures as they relate to advanced vestibular evaluation and management.

**AUDP 8200 - Amplification: Assessment, Fitting and Verification - 10 weeks/4 credit hours:** A solid base of knowledge regarding hearing aid technology, concepts and functions will be built by relating historical perspectives to current trends in amplification. Major hearing aid developments and how they relate to current fitting approaches will be covered. Students will explore hearing aid measurement science and methods for verifying and validating appropriate hearing aid fittings, as well as hearing aid trouble shooting techniques. In addition, students will study ear canal acoustics, ear mold impressions, and the evolving array of fitting options. Topics include infection control procedures as they pertain to amplification fitting and assessment procedures.

**AUDP 8210 - Implantable Devices - 10 weeks/4 credit hours:** This course is an introduction to cochlear implants, bone-anchored hearing aids, auditory brainstem implants, other implantable devices and future trends. The goal is to provide a level of knowledge enabling the student to conduct initial counseling to prospective implant patients and make appropriate referrals to implant centers. Upon completion of the course, the student will have an understanding of candidacy, implant surgeries, postoperative follow-up, rehabilitative aspects, programming, communication options and outcomes. Topics include infection control procedures as they relate to implantable devices.

**AUDP 8220 - Counseling, Aural Rehabilitation and Assistive Devices - 10 weeks/4 credit hours:** This course is designed to explore current theories and practices related to the fundamental principles of counseling as well as individual and group aural rehabilitation. The counseling aspect of this course will include the psychological and psychosocial effects of hearing loss on individuals of all ages, significant others, their families and communities. The aural rehabilitation aspect will focus on the use of self-assessment tools, communication strategies for individuals and family members, and speech reading techniques to meet rehabilitative needs. Group discussion will address cost effective options for the delivery of aural rehabilitation in clinical settings. This course also will provide students with the background and tools necessary to counsel, select, and configure assistive technology. The class will explore a variety of levels at which the audiologist may wish to provide these services.

**AUDP 8300 - Electrophysiology: Scientific Foundations and Clinical Applications - 10 weeks/4 credit hours:** This course is designed to cover principles of various electrophysiological measurements in the area of auditory evoked potentials (AEPs). Understanding diagnostic applications and interpretation of test results and their relation to neuroanatomy and physiology of the auditory system will be emphasized. This course provides a study of clinical tools for use in the differential diagnosis of cochlear versus neural function, a diagnostic test battery for auditory neuropathy, and current uses of auditory steady-state response (ASSR) and cortical potentials in the investigation of sensory-neural hearing loss, auditory processing disorders, and aging. In addition, course material will explore the importance of intraoperative neurophysiological monitoring (IONM), the responsibilities required, and the role of the audiologist as a surgical team member. Topics include infection control procedures as they relate electrophysiological practices.

**AUDP 8400 - Global Healthcare and Audiology - 4 weeks/1.5 credit hours:** This course promotes guided discussion regarding current global hearing healthcare practices, areas of need and advocacy for effective policies and services. Telehealth in audiology and interprofessional collaboration will be explored as potential opportunities for improving access to hearing healthcare services.

**AUDP 8410 - Advanced Acoustic Immittance - 4 weeks/1.5 credit hours:** This course provides a study of immittance measures for the assessment of tympanic membrane abnormalities, ossicular chain pathology, otitis media, neonatal hearing assessment, and aging of the middle ear system. The goal is to provide the advanced clinical audiologist with knowledge and skills to pursue additional audiologic information through the use of multi-frequency tympanometry, multicomponent tympanometry, wide-band immittance, acoustic reflexes and acoustic reflex decay for patient diagnosis and management.

**AUDP 8420 - Otoacoustic Emissions: Scientific Foundations and Clinical Applications - 4 weeks/1.5 credit hours:** This course presents the origin and classification of otoacoustic emissions. In depth coverage is provided related to test equipment, procedures, interpretation of results and use of otoacoustic emissions in screening and in differential diagnosis of auditory disorders.

**AUDP 8430 - Tinnitus and Hyperacusis: Theories, Evaluation and Treatment - 4 weeks/1.5 credit hours:** This course is designed to explore the fundamental principles and clinical management of tinnitus and/or hyperacusis. Course material includes information concerning epidemiology, tinnitus mechanisms, measurement, treatments; and resources for audiologists, patients and their families. A literature review and discussion of studies related to misophonia will also be addressed. Case examples will be discussed, illustrating treatment options.

**AUDP 8440 - Occupational and Environmental Hearing Conservation - 4 weeks/1.5 credit hours:** This course is designed to examine the principles and practices of occupational, educational and environmental hearing conservation. Topics include determination of noise exposure, regulatory and advisory agencies and standards, classroom acoustics, hearing conservation programs in occupational and school settings, noise abatement, and hearing protection devices. The course also includes a supplemental section presenting an overview of the principles and practices of forensic audiology.

**AUDP 8500 - Pediatric Audiology: Identification through Rehabilitation - 10 weeks/4 credit hours:** This course covers embryological development of the ear, developmental milestones, identification and intervention for newborn hearing loss, appropriate use of diagnostic tests, and the utilization of appropriate resources. Skills and knowledge will be gained in the use of family counseling and access to multidisciplinary resources. Early Hearing Detection and Intervention (EHDI) programs and the roles of educational audiologists will be explored. Topics include legislative mandates, screening protocols and procedures, organization and administration of programs, data management and tracking, program evaluation, and quality improvement. Topics include infection control procedures as they relate to pediatric practice.

**AUDP 8600 - Assessment and Management of (Central) Auditory Processing Disorders - 10 weeks/4 credit hours:** This course examines the assessment of (C)APD and identification of auditory processing disorders in children and adults as a systematic and multidisciplinary process. The use of case histories, questionnaires, observation forms, audiometric tests and electrophysiologic measures will be explored. Students will learn efficacious interventions related to (C)APD treatment and management including but not limited to manipulating the acoustic environment, fitting of appropriate devices and instituting an auditory training regimen.

**AUDP 8700 - Hearing Loss and Healthy Aging - 10 weeks/4 credit hours:** This course is designed to address issues concerning the effects of aging on hearing. Changes in the auditory system as a function of age, the impact on patient function and healthy aging will be emphasized. The course will provide information on management of hearing loss in the aged population and strategies for community collaboration to increase awareness for appropriate hearing healthcare.

**AUDP 8800 - Practice Development and Marketing - 10 weeks/4 credit hours:** This course involves the study of basic business structures, practice development, marketing and the economic and regulatory aspects of healthcare practice. Topics covered include private practice models, business plan design, short- and long-range planning, general accounting practices, development and analysis of profit-and-loss statements, and marketing strategies. Students will have the opportunity to generate marketing strategies and budgets, as well as evaluate the effectiveness of different marketing media. Facilitated discussions will explore topics such as risk management, auditing, professional liability, regulatory compliance, and proper methods of documentation as practiced across the globe.

**AUDP 8810 - Personnel Management - 10 weeks/4 credit hours:** This course introduces students to the concepts and ideas of personnel management, also known as human resource management or practice management. This course includes information on designing job descriptions; hiring and firing employees; and training, supporting and evaluating staff in a professional audiology practice. Audiologists who are going to serve as preceptors for audiology students need to learn concepts and skills related to the supervisory process and how to be a mentor in the clinical setting. Preceptor training will be discussed providing, information on adult learning styles, goal setting, constructive feedback, development of professionalism and strategies to facilitate critical thinking and case management skills. Facilitated discussions will explore personnel management topics as practiced across the globe.

**AUDP 9410 - AUDP 9410 Culminating Case Experience II (CCE-II) - 4 weeks/1.5 credit hours:** These courses represent the culmination of the clinical doctoral degree program and requires students to demonstrate the integration and clinical application of the knowledge acquired throughout their individualized curriculum plans. In-depth case studies submitted by teaching faculty across the curriculum will be utilized. Student submissions will require critical thinking skills, use of appropriate professional and technical terminology, accurate interpretation of detailed case histories and clinical data, and presentation of relevant impressions and recommendations.



## Doctor of Medical Science - online

The Doctor of Medical Science (DMSc) program is a post-professional distance learning PA-specific program culminating in a Doctor of Medical Science degree. The DMSc program is designed for physician assistants who are currently, or have previously been, certified or licensed to practice as a PA. Courses are designed with an emphasis on academic rigor using an asynchronous learning model. The entire PA doctoral program provides highly flexible online learning, which minimizes career disruption while maximizing new opportunities. PAs can continue to practice full time while obtaining their degree.

The DMSc program offers three concentration tracks in education, leadership, and clinical. The education track prepares graduates for an expanded career in teaching and research. The leadership track prepares graduates to take on administrative leadership roles in healthcare. The clinical track provides graduates with advanced clinical training; allowing them to develop additional clinical acumen without the location-specific requirement of a clinical or academic residency.

### Length of Program

The DMSc program is a 36-credit hour program and can be completed in as early as two years.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming quarter. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. \$500.00 per credit hour. Current tuition and fees can be found at: <https://www.atsu.edu/finance/tuition/ashs#physician-assistant>

### Admissions

#### Admission Deadline

Applications for the DMSc program may be submitted at any time during the academic year to Online Admissions. The program has two intakes per year, July and January. For a July start, completed application materials must be submitted at least 4 weeks prior to the start of the fall semester. For a January start, completed application materials must be submitted at least 7 weeks prior to the start of the spring semester.

#### Application Process

Applicants will need to create an account at <https://apply.atsu.edu> for access to the online application. Instructions are included on how to complete the application and provide us with all required documentation. If you have any questions regarding the online application, please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu).

#### Admission Requirements

The Doctor of Medical Science program is designed to be a postgraduate program for PAs who are, or have previously been (if retired), certified or licensed to practice as a PA. Persons eligible to matriculate in this program must satisfy all of the following criteria:

1. The applicant is a currently certified/licensed physician assistant or, if retired, previously certified/licensed to practice as a PA.
2. Completion of a master's degree from an accredited university recognized by the Department of Education.
  - a. Applicants who graduated from a university outside the United States may be required to provide a degree equivalency evaluation.
  - b. PAs without a master's degree may be eligible for the master's equivalency option\*. See below for equivalency requirements and contact an Enrollment Counselor for additional information.
3. Candidates must have achieved a minimum overall graduate cumulative GPA of 3.0 (on a 4.0 scale).
4. The applicant must submit transcripts from qualifying degree institution(s), to include at least:
  - a. Transcript showing completion of physician assistant program of study
  - b. Transcript showing completion of a graduate degree (if physician assistant program did not confer a graduate degree)
5. Applicants who have graduated from a foreign college or university should submit acceptable evidence of U.S. degree/course equivalency. All course work taken at the foreign institution must be evaluated for American institution equivalence by one of the following services:
  - a. World Education Services P.O. Box 5087 Bowling Green Station New York, NY 10274-5087 p: (212) 966-6311 f: (212) 739-6139 info@wes.org
  - b. Educational Credential Evaluators, Inc. P.O. Box 514070 Milwaukee, WI 53203-3470 (414) 289-3400
  - c. American Assn. of Collegiate Registrars & Admissions Officers One Dupont Circle, NW, Suite 520 Washington, DC 20036-1135 (202) 293-9161
  - d. Josef Silny & Associates, Inc. International Education Consultants 7101 SW 102 Avenue Miami FL 33173 p: (305) 273 -1616 f: (305) 273 -1338 info@jsilny.com
  - e. Intl. Education Research Foundation, Inc. PO Box 3665 Culver City, CA 90231-3665 (310) 258-9451
6. The applicant must complete an admissions application, to include at least:
  - a. A current and comprehensive curriculum vita
  - b. Non-refundable application fee
7. The applicant must be fluent in English (the language of instruction of this program). When the applicant speaks and/or writes in English as a second language, the applicant must submit Test of English as a Foreign Language (TOEFL) scores for review.
  - a. Acceptable minimal TOEFL scores for ATSU-ASHS applications are:
  - b. Internet-based total score = 80
  - c. Acceptable IELTS score is an overall band score of 6.5
8. Applicants who speak and/or write English as a second language who have previously graduated from a college or university accredited by the U.S. Department of Education with a bachelor's degree (or higher) are exempt from this requirement.
9. Applicants who believe the TOEFL requirement should be waived may petition the Physician Assistant Department chair in writing.
10. The applicant must be able to meet University technology requirements during the entirety of the doctoral program.

*\*Master's Equivalency Option:*

To meet the master's equivalency the PA applicant must meet and document in a portfolio at least one (1) of the criteria below:

- An approved military or civilian post-professional PA residency or fellowship
- An approved medical specialty certificate program (i.e. public health certificate)
- A Certificate of Added Qualification (CAQ) offered by the NCCPA
- At least 15 credit hours of post-secondary education toward a master's degree

#### *MPAS-Doctor of Medical Science (DMSc) Early Entry Admissions Requirements:*

MPAS students who have successfully completed the fall semester of their didactic year of education may be eligible to apply for the DMSc Early Entry option. Up to 12 credit hours of DMSc courses may be taken during the clinical year of education. Information about the DMSc program can be found at <http://www.atsu.edu/dmssc>

1. Applicant must have an MPAS minimum cumulative GPA of 3.0.
2. Applicant must be in good academic standing and remain in good academic standing. MPAS students placed on probation will not be allowed to continue in the DMSc program.
3. The applicant must complete an admissions application, to include at least:
  - a. A current and comprehensive curriculum vita
  - b. Essay (500 word minimum) outlining reasons and goals for taking the DMSc program.
  - c. Submit a letter of recommendation from either the Director of Didactic Education or Faculty Advisor.
4. Early Entry MPAS Students are allowed to take up to 12 DMSc credit hours while still enrolled in the MPAS program: Medical Writing (core), Community Assessment (core), Research Methods (core), and Capstone I.
5. Students must graduate from the MPAS program continue enrollment in the DMSc program. Students who are dismissed or withdraw from the MPAS program will no longer be eligible to continue in the DMSc program.
6. Upon graduating from the MPAS program, graduates must obtain a PA license within six (6) months of graduation to continue in the DMSc program.

## Graduation Requirements

To earn a Doctor of Medical Science online, all students must:

1. Complete all prescribed courses.
2. Pass all courses with a grade of 'PASS'.
3. Discharge all financial obligations to ATSU.
4. Submit an RSVP for the appropriate Commencement ceremony (found on the graduation website).
5. Ensure that the mailing address in CampusNexus Student Portal is current. This is the address where the diploma will be mailed.
6. Attending commencement is not required but highly recommended.

#### *Auditing a Course*

DMSc does not allow auditing of courses at this time.

#### *Transfer Credits*

The DMSc program allows a maximum of 12 transfer credit hours. Applicants requesting transfer credit must submit the transfer credit request form at the time of application.

## Grading

The DMSc program uses a P/F (Pass/Fail) grading scale and adheres to the University grading scale.

### Appealing a Grade

Students who wish to file an academic appeal concerning a course grade should visit the Academic Appeals policy located within the ATSU Policies section of the Catalog.

### Incomplete Grade

While it is expected requirements for completion of a course are met at the end of a term, there are times when it is necessary for a student to request an incomplete grade. An incomplete grade may be issued by an instructor if a student presents rationale for circumstances beyond his or her control that prevented completing the class in a timely fashion and the student completed at least 50% of the assigned coursework at the time of request.

### Technology Requirements

Please visit <http://its.atsu.edu/knowledgebase/ashs-online-programs-technology-requirements> to review the minimum technology specifications for students accepted to ATSU-ASHS online programs.

## Program Policies

### Plagiarism

Plagiarism is the presentation of another's work as if it were one's original. Proper and complete citation and reference, in accordance with AMA style guidelines, is required of all student work. Specific examples of plagiarism include:

- Cutting and pasting or re-entering information from another's work into a document without correct citation or attribution.
- Information is attributed to a source other than the original. Material authored by someone else is submitted as original work.
- Turning in previously prepared work, in part or in whole, is considered self-plagiarism and is unacceptable. In instances where it may be appropriate to include prior work, the student must obtain permission from the instructor to include the prior work.
- Information is properly cited but the paraphrasing is not substantively different from the original source. Infrequent or missing citations.

### Plagiarism Sanctions

All assignments submitted for a grade are subject to review for plagiarism. The consequences of plagiarism vary based on whether the incident is a first, second, or third occurrence.

First occurrence: A first instance of plagiarism is generally believed to result from a lack of familiarity and inexperience using AMA guidelines and is perceived as a misuse of sources. The sanctions for a first offense generally are, but not limited to:

- Required completion of the University Writing Center's Proper use of Resources tutorial. A grade of zero on the assignment.
- Resubmission of the assignment for a reduced grade.
- Students who choose not to participate in the tutorial or fail to complete the tutorial will receive a grade of zero on the assignment.

Second occurrence: A second occurrence of plagiarism is a more serious academic offense and is not attributed to naiveté, ignorance of guidelines, or a misunderstanding of what constitutes acceptable graduate scholarship at ATSU. The sanction for a second plagiarism offense is, but is not limited, to:

- A grade of F in the course.

Third occurrence: A third occurrence of plagiarism is seen as a student's chronic inability or refusal to produce acceptable graduate-level scholarship. The sanction for a third plagiarism offense is, but is not limited, to:

- Dismissal from the program.

### *Academic Probation*

Progression in the Doctor of Medical Science (DMSc) program is contingent on continued demonstration of satisfactory completion of program objectives and course content. Lack of academic progression will result in the student being placed on academic probation. Students failing one (1) course will automatically be placed on academic probation until they have successfully passed the failed course.

### *Dismissal*

Dismissal from the DMSc program may be determined as the result of, but not limited to, the following conditions: (1) Failure of two or more courses; (2) Continued academic probation; (3) violation of the Student Code of Academic or Behavioral Conduct; or (4) Failure to maintain the minimum cumulative of 3.0 GPA. Additional information on academic probation and dismissal are in the ASHS catalog ([catalog.atsu.edu](http://catalog.atsu.edu)).

If a student meets the requirements of the probationary period, he or she is removed from academic probation and returned to good academic standing. DMSc students in poor academic standing when withdrawing from all courses in a semester block are required to petition the program director for re-entry.

### *Academic Review Board (ARB)*

Students who fail two (2) or more courses and/or fail to maintain the required GPA are referred to the DMSc Program Academic Review Board (ARB). Progression DMSc program is contingent on continued demonstration of satisfactory completion of program objectives and course content. Lack of academic progression is grounds for an academic dismissal from the DMSc program. Students have the right to attend and/or provide a written response to the ARB.

### *Continuous Enrollment*

DMSc students who are finished with all coursework but have not completed all Capstone requirements must maintain continuous enrollment until completion of all graduation requirements. Students will be assessed a continuous enrollment charge for each semester block that the student maintains enrollment until all degree requirements are completed. More information on the University's continuous enrollment process may be found under the Enrollment Status Definitions within the ATSU Policy section of the University Catalog.

### *Course(s) or Program of Study Withdrawal*

Students who have been inactive one semester may resume their program of study by contacting the DMSc Administrative Manager to register for courses prior to the registration deadline.

DMSc students who are not registered for courses in a semester/block are considered in Incomplete-Withdraw status and must register for courses in the following semester or will be administratively withdrawn from the program. In

most instances, students withdrawn from ATSU, regardless of the reason, must apply for re-admission and fall under the most recent academic catalog and admission requirements.

DMSc students in poor academic standing when withdrawing from all courses in a semester block are required to petition the program chair for re-entry.

For the specific policy on voluntary and administrative withdrawal, please see the "Withdrawal from School" section of the University Catalog under "ATSU Policies: Student Policies".

## Academic Standards, Guidelines, and Requirements Academic Standing

In order to maintain good academic standing, students must maintain a 3.0 cumulative GPA. Academic standing is evaluated after each semester block.

### *Participation and Attendance in Courses*

Attendance for each course is taken the first week of class. Students are required to complete the Acknowledge the Syllabus assignment to have attendance accepted. Students failing to complete this requirement may be removed from the course and administratively withdrawn.

Weekly continuous participation is expected in all class activities. Discussion post assignments are required every week. The academic week is from 12:00 AM Arizona time Monday morning through 11:59 PM Arizona time the following Sunday. Participation is defined as having completed one or more of the activities required in any week. These can include:

- Discussion postings
- Submit a paper
- Complete a quiz or examination
- Complete some other assignment as presented in the course syllabus

If a student does not complete any activities during the first week of class, he/she is considered absent and will be administratively withdrawn from the course(s).

### *Course Access*

Students are granted course access the Friday prior to the first day of class. Classes begin on Mondays.

### *Changing Concentration Tracks or Semester Load*

#### **Changing Tracks**

Upon acceptance of admission, all students sign an Academic Degree Plan (ADP) which outlines the 12 required courses to complete the DMSc program. Four of the courses are concentration/track courses. Students wishing to change tracks either before or during the program MUST contact the program to request an updated ADP.

#### **Semester Load**

The ADP for each student is either based on a 2-year or 3-year completion plan. Students wishing to change from their current plan to another MUST contact the program to request an updated ADP.

### *Course Cancellation*

In the unlikely event that the institution has to cancel a course, any student enrolled prior to a course cancellation will receive a full refund of tuition paid.

#### *Inclement Weather/Power Outage Policy*

In the event a major weather occurrence or wide-spread power outage prevents a student from accessing a class, instructors will work with the student to set reasonable accommodations to accept assignments after a due date. Instructors may request documentation from a student if a weather or power-outage occurrence is not widespread.

#### *Late Assignment Policy*

In the event you are unable to submit work to Canvas by the deadline due to technology issues, you must:

- Notify your instructor; and
- Open a ticket with IT (service.atsu.edu) or calling 1-800-626-2200. Be sure to keep the ticket number as documentation the issue has been reported.
- Once the IT issue has been resolved, you should then submit your work through Canvas for grading.

#### *Program Cancellation*

Should the institution cancel a program, currently enrolled students are permitted to complete a program before it is discontinued. No new students are permitted to enroll in a program the institution has cancelled.

## Course Descriptions and Credit Values

Students take all core courses and then select either the education course track or the leadership course track.

### Core Courses

**DMSC 7000 - Medical Writing - 3 credit hours:** This course examines, in practical terms, the elements required for successful publication of a journal article or health policy review. This course encourages good writing skills through choosing better words, writing better sentences, and preparing better tables, graphs, and photographs. All students are required to develop and submit a quality paper that meets the requirements for publication in a peer-reviewed professional or biomedical journal. The learner will demonstrate the ability to effectively organize and structure information in written form.

**DMSC 7010 - Community Assessment & Health Promotion - 3 credit hours:** This course will introduce the Community Health Assessment (CHA) as a key component of evaluating the broader community health improvement process. Students will learn to objectively analyze community health data to identify priority issues, develop and implement effective health promotion strategies, and measure the effect of community health initiatives on a variety of community health indicators. Students will be exposed to current methods for conducting a community needs assessment. Discussions will center on choosing strategies that are culturally sensitive, clinically appropriate, and cost-effective.

**DMSC 7020 - Social & Behavioral Determinants of Health - 3 credit hours:** This course will serve as an introduction to the social, cultural, behavioral, and economic factors that influence health status and population health interventions. The practitioner will improve insights on 3 populations they have worked with or those they may work with in the future.

**DMSC 7030 - Research Methods in Healthcare - 3 credit hours:** This course will describe qualitative, quantitative and mixed methods research methodologies and the proper selection of methodology based on the research question. Additional topics include conducting a peer-reviewed literature review, critical analysis of study results and research methodologies, and ethical considerations in human subject's research. A variety of data collection and analysis strategies will be reviewed.

**DMSC 7040 - Quality Improvement in Healthcare - 3 credit hours:** This course will include components of The Institute for Healthcare Improvement (IHI) curriculum to the prepare students to lead the development and maintenance of quality management in clinical and business settings. Students will develop foundational fluency in methods of healthcare data collection and industry-standard metrics of clinical quality and patient safety. Implementation analysis of quality improvement PDSA cycles, root cause, and systems analysis will also be reviewed. Through team-based learning, students will explore how quality metrics enable evidence-based clinical and business decision-making.

**DMSC 8300 - Capstone I - 3 credit hours:** This three-course series is designed to instruct the learner in the process of developing and conducting an applied research project. The applied research project will be designed to target a problem in either clinical practice, the PA professional sphere, or PA education. During the capstone course sequence, the learner will work closely with their faculty advisor as they progress from conceptualization to completion of the research project. In Capstone I, the learner will apply methods from the Research Design in Healthcare course to develop a proposal for their applied research project. The student will also conduct a literature review around their chosen applied research topic.

**DMSC 8310 - Capstone II - 3 credit hours:** This three-course series is designed to instruct the learner in the process of developing and conducting an applied research project. The applied research project will be designed to target a problem in either clinical practice, the PA professional sphere, or PA education. During the capstone course sequence, the learner will work closely with their faculty advisor as they progress from conceptualization to completion of the research project. Capstone II will focus on the collection and analysis of data.

**DMSC 8320 - Capstone III - 3 credit hours:** This three-course series is designed to instruct the learner in the process of developing and conducting an applied research project. The applied research project will be designed to target a problem in either clinical practice, the PA professional sphere, or PA education. During the capstone course sequence, the learner will work closely with their faculty advisor as they progress from conceptualization to completion of the research project. Capstone III focuses on the final preparation and submission of a quality 3 product targeted at publication in the healthcare literature or presentation at a state or national level meeting. Each final applied research product will be reviewed and graded by the learner's faculty advisor.

## Education Course Track

**DMSC 8100 - Adult Learning Theory - 3 credit hours:** Effective and efficient teaching requires an understanding of how adults learn. This course examines the learning process, particularly as it differs for adults. Topics include theories of behaviorism, cognitivism, humanism, constructivism, and social and adult learning; major learning style theories; andragogy versus pedagogy; and motivation for learning as it applies to informal and formal education and training. Utilizing this basis, students will examine how to apply these theories to the design, implementation, and assessment process.



**DMSC 8110 - Curriculum Design & Delivery -3 credit hours:** This course will introduce students to methods and best practices for medical education curriculum design and prepare students to be conversant in the foundational research literature of education for adult students. Students will design systems-based learning modules within their medical specialty. An introduction to psychometric principles will prepare students to create high-quality assessment items.

**DMSC 8120 - Educational Technology & Simulation - 3 credit hours:** Computers, simulators, and even smartphones have become ubiquitous in education both in and outside of the classroom. This course will present best practices in utilization of technology in teaching and provide the learner the opportunity to learn course management through an LMS, develop familiarity with audience response technology (e.g., clickers), develop competence in office productivity software for common educational tasks, and explore hardware and software essential to producing asynchronous curriculum delivery and assessment (e.g., webcam, interactive publishing). Simulation is recognized in healthcare education as an effective way to teach and assess skills and behaviors. This course will teach the student how to create high-quality healthcare simulation programs, introduce the research behind simulation best practices, provide students with a template for effective simulation, and give students a basic understanding of the simulation process as it applies to healthcare education.

**DMSC 8130 - Assessment & Evaluation Methods - 3 credit hours:** This course will describe best practices for measurement and assessment in education. Topics will include the role of measurement and assessment in teaching, instructional goals and objectives, validity and reliability, classroom tests and assessments, standardized tests, and interpretation of assessment scores and norms. Learners will develop instructional objectives, a variety of assessment items and assessment formats, and will construct rating 3 scales, rubrics, and interpret assessment psychometrics.

### **Leadership Course Track**

**DMSC 8200 - Organizational Leadership - 3 credit hours:** This course will provide the learner with an understanding of how perceptions and thinking influence behavior in the workplace, and the skills necessary to manage conflict and lead change in teams, organizations, community partnerships, and health initiatives in their role as a physician assistant. Strategies for creative problem solving, communication and improved management practices will be explored.

**DMSC 8210 - Health Economics - 3 credit hours:** Economics is a major influence in shaping health policy in the United States. An effective healthcare leader must be fluent with the basic health economic theory to guide their organization. This course will discuss such topics as demand, supply and market equilibrium, scarcity, risk aversion, moral hazard, adverse selection, quality of care and pay for performance to provide the student with a grasp of the market forces on the U.S. healthcare system.

**DMSC 8220 - Ethical & Legal Considerations in Health Administration - 3 credit hours:** This course will provide an overview of the principles of medical ethics (autonomy, beneficence, and justice) and ethical theory. The discussion will review the ethical challenges faced in healthcare and health administration, the ethical requirements of human-subjects research, the right to privacy and the ethical decision-making process. The responsibilities and boundaries of the patient healthcare provider relationship and the conflicting demands of providing quality care with limited resources will be addressed, as will the relationship and responsibilities of healthcare providers to society. Case studies will be included to develop ethical reasoning skills applicable to daily practice.

**DMSC 8230 - PAs in Healthcare Policy - 3 credit hours:** This course will explore the evolving role of the PA in the structure of the current U.S. healthcare system; the challenges of access, cost, and quality; and the process of healthcare policy development. The evolution of healthcare reform will be used to illustrate the development of healthcare policy, including the Affordable Care Act (ACA). The impact of the ACA on PA practice, patient healthcare access, cost, and quality and projections for the future of the ACA will be analyzed.

### **Clinical Course Track**

**DMSC 8400 - Clinical Practicum 1 - 3 Credit Hours:** The first in a series of structured didactic and clinical practicum experiences to further the student's clinical practice based on their approved LP. Each student will utilize both patient encounters and material from continuing medical education resources to develop targeted competencies from the LP.

**DMSC 8410 - Clinical Practicum 2 - 3 credit hours:** The second in a series of structured didactic and clinical practicum experiences to further the student's clinical practice based on their approved LP. Each student will utilize both patient encounters and material from continuing medical education resources to develop targeted competencies from the LP.

**DMSC 8420 - Clinical Practicum 3 - 3 Credit Hours:** The third in a series of structured didactic and clinical practicum experiences to further the student's clinical practice based on their approved LP. Each student will utilize both patient encounters and material from continuing medical education resources to develop targeted competencies from the LP.

**DMSC 8430 - Clinical Practicum 4 - 3 Credit hours:** The final course of the practicum series. Students will continue to utilize structured didactic and clinical practicum experiences to further their clinical practice based on their approved LP. Each student will utilize both patient encounters and material from continuing medical education resources to develop targeted competencies from the LP. At the completion of this course, the student should have attained all of the competencies outlined in the LP.

## Doctor of Occupational Therapy Program - residential

The mission of the Occupational Therapy program is to prepare highly competent entry-level occupational therapy practitioners committed to holistic, client-centered, science-informed practice who value health equity, diversity, team-based health care and community-based practice designed to enhance the life participation and social inclusion of individuals, families, groups and vulnerable populations across the lifespan.

The Doctor of Occupational Therapy program at A.T. Still University builds upon entry-level practice competencies through advanced training in social determinants of health, innovative occupation-based program development, practice-based evidence, leadership and advocacy aimed at improving individual, community and population health and well-being.

### Philosophy of the Occupational Therapy Program

The philosophy of the Occupational Therapy program is based on the belief that humans are occupational beings who are shaped and influenced by many factors. These factors include, and are not limited, to person factors such as the genetic makeup, and environmental factors such as culture, social organization and systems, life experiences across the lifespan. It is believed that occupation, observed in countless forms, provides a basis for engagement with the world.

The philosophical base of the profession rests on the belief in occupations as a health determinant; engagement in occupations is necessary and meaningful occupations benefit all people and populations, and impact the ability to achieve health and well-being. Occupations occur across the lifespan and are influenced and impacted by many contextual factors. The occupational therapy profession values occupations as a therapeutic means and end to facilitate function, health, and quality of life (AOTA, 2011).

The program adheres to the belief that students are active learners who acquire knowledge best when they are able to integrate theoretical and didactic content through experiential learning activities, in the classroom, clinic and community. Learning is accomplished when instructors are facilitators for students, who work together in communities of learning and practice, to engage in ongoing discourse to understand, analyze, critically evaluate, and apply information. The program faculty believes that students need a thorough grounding in foundational knowledge and skills; these foundational competencies serve to scaffold more complex information. Complete mastery of foundational concepts is not required before higher-level skills and learning can be introduced in an integrated manner as students learn to build on simple concepts, integrate concepts, and apply them to practice.

### Length of Program

The entry-level Doctor of Occupational Therapy program is a 36-month, full-time program of study offered in a residential format, culminating in the Occupational Therapy Doctorate (OTD) degree. The Doctor of Occupational Therapy program will consist of 35 Occupational Therapy courses, representing 108 credit hours. In addition each student will earn a Public Health Certificate worth an additional 12 credit hours.

### Tuition and Fees

Tuition is due two times a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee

Class of 2023, year 1	\$34,276.00	\$1,150.00
Class of 2022, year 2	\$35,116.00	\$1,150.00
Class of 2021, year 3	\$35,116.00	\$1,150.00

## Admissions

### Application Process

Applications to the residential entry-level Doctor of Occupational Therapy program are processed through the Occupational Therapist Centralized Application Service (OTCAS). Applications may be obtained through OTCAS at [www.otcas.org](http://www.otcas.org). Questions regarding the OTCAS account may be directed to OTCAS at 617.612.2860 or by email at [otcasinfo@otcas.org](mailto:otcasinfo@otcas.org). All other questions should be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

### Application Deadline

Applications for the entry-level Doctor of Occupational Therapy program are processed on a rolling admissions basis, but applicants are encouraged to apply early. Point of entry into the program is only once each academic year with classes beginning in mid-July.

### Admission Requirements

1. Candidates accepted for admission will have earned a baccalaureate degree from a U.S. regionally accredited institution prior to matriculation.
2. Applicants must have achieved a minimum 3.00 cumulative GPA, and a 3.00 science GPA (on a 4.00 scale). Applications will not be considered unless both the cumulative and the science GPA scores meet the stated minimum requirements. Additionally, the ATSU Admissions department does not recalculate GPA.
3. Applicants are required to submit all official college or academic transcripts.
4. Applicants are required to obtain a minimum of 30 contact/observation hours in the occupational therapy field. More than one setting is recommended.
5. Applicants must secure three (3) letters of reference. One of these letters must be written by: a present or former faculty member, academic advisor, or employer. One reference letter should come from a professional from the occupational therapy field or another clinical supervisor. The final letter can come from a reference of your choice, but may not be from a friend or family member. Letters from an educational consulting service will not be accepted. New letters of reference must be submitted for each application year.
6. Applicants who are considered potential candidates will be invited to participate in an applicant interview process.
7. Applicants must complete all prerequisite courses by the end of the academic term prior to matriculation at ATSU.
8. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class.
9. Students must obtain and maintain Health Care Provider level of CPR certification from either the American Heart Association or the American Red Cross. Verification must be submitted to the Occupational Therapy department prior to enrollment.

10. Applicants are required to submit to a criminal background check at their own expense. Applicants need to be aware that having a felony conviction might impact a graduate's future ability to sit for the National Board for Certification in Occupational Therapy Exam and/or ability to obtain state licensure to practice.
11. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. You can find information on the methods by which you can demonstrate your English Proficiency in the General Admissions section. International Admissions Requirements
12. Applicants who wish to be considered for more than one ATSU-ASHS program, including both Occupational Therapy programs, MSOT and OTD-entry level (and including Physical Therapy, Physician Assistant, Audiology), must submit separate application fees, transcripts and references. Acceptance to ATSU-ASHS is to a specific program and is not transferable to any other program. Application materials are not transferable from one application year to another.
13. Applications for the Doctor of Occupational Therapy-entry level program are processed on a rolling admissions basis, which means that seats are offered to qualified applicants beginning in October and ending when all seats are filled. For that reason, applicants are encouraged to apply early as seats fill quickly. Point of entry into the program is only once each academic year with classes beginning in mid-July.

### *Prerequisite Courses*

1. Human Anatomy: one course with lab, minimum of 4 semester/6 quarter hours
2. Human Physiology: one course with lab, minimum of 4 semester/6 quarter hours (Note: Human Anatomy/Physiology I and II may be substituted for the above courses)
3. Science: In addition to numbers one and two above, one course for a minimum 3 semester/4 quarter hours from one of the following: Biology, Chemistry, or Physics
4. Statistics: one course for a minimum 3 semester/4 quarter hours. Course must be behavioral, education, psychological or mathematical statistics. Business statistics does not fulfill this requirement
5. Lifespan Human Development: This requirement can be met by having one course, for a minimum 3 semester/4 quarter hours that covers human development from birth through gerontology OR by having both a Child development course, for a minimum 3 semester/4 quarter hours, and a Gerontology/Psychology of Aging course, for a minimum 3 semester/4 quarter hours
6. Introduction or General Psychology; one course for a minimum 3 semester/4 quarter hours
7. Abnormal Psychology: one course for a minimum 3 semester/4 quarter hours
8. Introduction to Sociology OR Cultural Anthropology: one course for a minimum 3 semester/4 quarter hours
9. English: Two courses of composition, grammar/literature, for a minimum 6 semester/8 quarter hours
10. Humanities: Two courses (e.g., philosophy, religion, literature, fine arts, logic, ethics, or foreign language), for a minimum 6 semester/8 quarter hours
11. Medical Terminology: one course for a minimum 1 semester hour/1 quarter hour

### **Graduation Requirements**

To earn the entry-level Doctor of Occupational Therapy degree, all students must:

1. Complete with a passing grade of all didactic coursework and maintaining a minimum cumulative GPA of 2.75.
2. Complete with a passing grade of all Level II fieldwork within 24 months of completion of didactic coursework.

3. Complete with a passing grade, the experiential component of the OTD capstone within 12 months of completion of all Level II fieldwork.
4. Complete with a passing grade a directed research project and project presentation.
5. Discharge all financial obligations to ATSU-ASHS.
6. Participate in the NBCOT certification exam workshop.
7. Attend commencement activities and graduation.

## OTD Program Goals and Outcomes

Graduates from the OTD program will be able to:

1. Demonstrate the ability to determine the unique needs of a wide variety of clients, to include individuals, small groups of individuals as well as larger groups of people.
  - a. Approach occupational therapy practice from a holistic viewpoint, incorporating all aspects of the individual's or group's life and culture.
  - b. Incorporate the therapeutic use of self through collaboration with others.
2. Demonstrate the ability provide meaningful occupational therapy services for all clients, recognizing the necessary assessments, tools, interventions and outcomes are dependent on the client, who can be an individual, a small community, or a larger group of people.
3. Identify and demonstrate elements of health and wellness in their own lives, serving as a model for others.
4. Facilitate interventions, activities and programming to promote health and well-being for all clients.
  - a. Select appropriate evaluation processes and tools for assessing function based on occupational therapy frames of reference and models of practice.
  - b. Develop and implement appropriate occupational therapy treatment plans and interventions that reflect client needs including cultural, socioeconomic, age, gender and lifestyle factors.
  - c. Modify and revise treatment goals and interventions based on the client's progress.
  - d. Develop and implement programming that facilitates responsibility for personal health and life.
5. Understand health disparities and the cultural influences on health and recovery.
6. Engage in interventions, activities and programming to serve the underserved.
7. Understand the Occupational Therapy Code of Ethics, and will demonstrate moral responsibility and ethical practice during their professional training.
  - a. Demonstrate critical thinking, problem solving, and decision-making that reflect ethical occupational therapy practice.
8. Demonstrate a commitment to their profession, by participating in professional organization activities and/or scholarship opportunities.
9. Communicate the value of occupations, helping all clients to identify the meaningful activities that promote engagement in life.
  - a. Articulate and demonstrate the role and value of occupational therapy to the public and other health care professionals.
10. Utilize occupations, in many forms, as a means to achieve health and wellness for all clients.
11. Demonstrate entry-level skills needed for management and administration of occupational therapy services, including leadership, advocacy, marketing, and consultation.
12. Apply accepted principles of scientific inquiry, evidence based practice, and research design to support occupational therapy theory, enhance practice, and meet the challenges of changing health care delivery systems.

## Advanced Practice Doctoral Goals & Outcomes

1. Utilize a systematic approach to program development and evaluation in practice to evaluate effectiveness and outcomes of occupational therapy services.
2. Develop a critical understanding of social determinants of health and their relevance to occupational access, opportunities, and equity.
3. Apply leadership and advocacy skills to influence policy, processes, and systems change to improve and enhance occupational therapy services.
4. Develop leadership and advocacy goals for personal and professional growth in the area of social responsibility for occupational equity and health equity.
5. Explore opportunities for occupation-based program development to improve community health, well-being, participation and social inclusion of diverse population groups.
6. Integrate social and occupational determinants of health to educate clients on preventive care, health promotion, and quality of life.
7. Demonstrate commitment to science-informed practice, a scholarly approach to practice and contribute to the building of practice-based evidence.

Upon completion of requirements for graduation, the student will receive a doctor of occupational therapy degree (OTD) and will be eligible to sit for the occupational therapy certification examination developed by the National Board for Certification in Occupational Therapy (NBCOT). Upon passing the NBCOT exam, OTD graduates are then eligible to apply for state licensure in their state of residence. All states within the United States require licensure in order to practice occupational therapy.

### Accreditation

The Entry-Level Doctor of Occupational Therapy program has been approved by the Arizona State Board for Private Post-Secondary Education.

The Entry-Level Doctor of Occupational Therapy program at ATSU is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, ACOTE's telephone number, c/o AOTA is 301.652.2682. ACOTE website: [www.acoteonline.org](http://www.acoteonline.org)

### National Board for Certification in Occupational Therapy (NBCOT)

NBCOT is located at One Bank Street, Suite 300, Gaithersburg, MD 20878, phone: 301.990.7979, fax: 301.869.8492, website: [www.nbcot.org](http://www.nbcot.org). Upon passing the NBCOT exam, Entry-Level Doctor of Occupational Therapy graduates are then eligible to apply for state licensure in their state of residence. All states within the United States require licensure in order to practice occupational therapy. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

Graduates of the program will be eligible to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT), located at One Bank Street, Suite 300, Gaithersburg, MD 20878, phone: 301.990.7979, fax: 301.869.8492, web: [www.nbcot.org](http://www.nbcot.org). Upon passing the NBCOT exam, Entry-Level Doctor of Occupational Therapy graduates are then eligible to apply for state licensure in their state of residence. All states within the United States require licensure in order to practice occupational therapy. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

### Academic Progression Transfer Policy: OTD program to MSOT program



*Background:* The OT program at ATSU has two distinct entry-level occupational therapy degree programs – OTD and MSOT. Each student is admitted and matriculates into one of the two programs. Curriculum between the two programs is the same for first year of coursework. However, after the first year is completed, the curriculum becomes distinct between the OTD and MSOT programs. The transfer process is conceived as a continuum of academic progression. Students' request for transfer is constrained by the time of request and their matriculated degree program.

Students matriculated into the OTD program cannot request for transfer to the MSOT program. However, if there is a pattern of a student demonstrating ongoing difficulties in meeting the academic rigor and expectations for the doctoral courses, the Academic Review Board may recommend that the student transfer to the MSOT program (administrative transfer). The student may also be recommended to consider going part-time, taking a leave of absence, or withdrawing from the program.

The MSOT program requires completion of courses that are unique to the MSOT curriculum. Relevant accreditation standards are mapped to these courses that must be met prior to graduation. The transfer may therefore delay graduation as courses are offered only once a year.

In cases of extenuating circumstances, regardless of the degree program the student has matriculated into, i.e., MSOT or OTD, the University's academic and absence policies will apply.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

OTDE = Doctoral program only courses    OCTH = Courses common to master's and doctoral programs

### First Year Fall Semester

**ASHS 6100 - Human Anatomy I - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the head, neck, back, thorax and abdomen. Prerequisites: None

**ASHS 6200 - Human Anatomy II - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the pelvis, perineum, lower extremity and upper extremity.

**OCTH 5120 – Pathophysiology - 3 credit hours:** This course will discuss the etiology, pathogenesis, and disease manifestation in body structures/body functions with emphasis on the signs and symptoms of disease and their subsequent impairments. Conditions typically seen by occupational therapists will be discussed to form connections between impairment, activity limitations, occupational and performance issues.

**OCTH 5125 - Conditions Impacting Occupational Performance - 2 credit hours:** This course will address common medical conditions, across the life span, that occupational therapists encounter in practice. Students will learn about the changes to body structure and body function associated with orthopedic and neurological conditions and to apply the OT practice framework to analyze the impact of these conditions on daily occupations.



**OCTH 5210 - Foundations I: History & Philosophy of Occupational Therapy - 2 credit hours:** This course examines the historical development of occupational therapy as a health profession. The philosophical, social, political and economic influences, the rise of American medicine, and the paradigm of rehabilitation, in particular, will be examined.

**OCTH 5220 - Foundations II: Occupation Based Activity Analysis & Synthesis - 2 credit hours:** This course will introduce students to activity analysis for the therapeutic use of everyday occupation in health development, healing, recovery and enhancing quality of life. Historical and contemporary use of creative activities will be discussed. Students will experience and gain insight into the person factors (physical, affective, and cognitive) and contextual demands of various tasks, activities, and occupations.

**OCTH 5310 - Fundamentals of Service Provision: Across the Continua of Care - 3 credit hours:** This course takes a health development and life course perspective to address occupational transitions and disruptions. The occupational therapy practice contexts will span from neonatal care, school, and work to aging-in-place and end of life and hospice care. Students will learn the impact of occupational loss and gains on health, well-being, and quality of life. The fundamental role of context to access and opportunities for occupational engagement and occupational therapy services will be addressed.

**OCTH 5410 - Professional Development I: Professionalism - 2 credit hours:** This course will focus on bridging theoretical concepts and practice in working with individuals in their everyday contexts. Students will learn the basics of clinical reasoning; critically examine client-centered practice and ethical decision making, cultural humility, and the therapeutic use of self in the creation of the reflective practitioner.

### First Year Spring Semester

**OCTH 5130 - Neuroscience: Foundations for Human Behavior - 4 credit hours:** This course introduces students to the development, structure, and function of the central and peripheral nervous systems. A systems approach will be used to describe neuroscience as a basis of human behavior. Implications of neurological dysfunction to performance of daily occupations will demonstrate relevance to practice. This course will adopt a case-based approach to analyze neurological conditions commonly encountered in rehabilitation. Requisite: ASHS 6100.

**OCTH 5140 - Analysis of Human Movement - 4 credit hours:** Students will understand theoretical concepts and principles of kinesiology and biomechanics as it relates to occupational performance. Relevant clinical conditions will be used to apply biomechanical concepts to disorder of movement in osteoarthritis, spinal cord injury, hip fracture, connective tissue injury, peripheral nerve injury, and work related musculoskeletal injury. Requisite: ASHS 6200.

**OCTH 5230 - Foundations III: Evidence Based Practice - 3 credit hours:** This course is designed to enable the occupational therapy clinical decision-making process from the evidence-based practice perspective. The course will cover topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching literature, critical appraisal, integration and evaluation of evidence, grading levels of evidence and strength of recommendations, and statistical terminology related to EBP.

**OCTH 5320 - Basic Patient Care Skills - 2 credit hours:** This course will include the performance of basic patient care skills required by rehabilitation personnel. Course includes blood borne pathogens, universal safety precautions, vital signs, positioning, draping, transfers, lifting, an introduction to sterile procedure and isolation techniques, wheelchair handling, ambulation with assistive devices, environmental barriers, and basic patient care equipment. Professional issues of documentation and role differentiations are also introduced.

**OCTH 5520 - Practice Immersion I: Mental Health & Psychosocial Practice - 6 credit hours:** The overall purpose of this course is to prepare the student to assess and provide occupation-based interventions that address the psychosocial needs of clients across the lifespan. Students will be able to design and deliver occupational therapy services based upon appropriate theoretical models and frames of reference that can be used across a variety of systems and settings, including but not limited to behavioral health/psychiatric, community and education based settings. Students will develop an understanding of group dynamics, phases of group development, group roles, conflict resolution, problem solving, and therapeutic groups are discussed. Students will develop intervention group protocols typically used in mental health, lead groups, and process the outcomes.

**OCTH 5710 - Fieldwork Level I A - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

## Second Year Fall Semester

**OCTH 5720 - Fieldwork Level I B - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

**OCTH 5730 - Fieldwork Level I C - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

**OTDE 6420 - Professional Development II: Health Promotion and Prevention - 1 credit hour:** This course is designed to stimulate critical thinking about occupation as a health determinant, and its relationship to well-being, participation, and social inclusion. The relevance of contextual factors and social determinants of health on occupational access and opportunities will be the central theme of this course. Concepts of social justice, occupational justice, and health justice will be the key constructs introduced in this course.

**OCTH 6530 - Practice Immersion II: Children & Youth - 6 credit hours:** The course will introduce students to aspects of the occupational therapy process in a variety of pediatric settings with special attention to family-centered care and collaborations with other professionals. Typical and atypical development will be discussed within the context of community, family, and school environments. Students will explore occupational therapy process with children and youth, relevant theories, models and frames of reference, and learn evidence-based practice and clinical guidelines. This practice course will help students with client-centered, evidence-based, and ethical decision making with children and youth. OCTH5310, OCTH5140

**OCTH 6540 - Practice Immersion III: Adult Physical Rehabilitation - 6 credit hours:** This course will introduce students to the occupational therapy process for adults with physical dysfunction who experience difficulties with everyday occupations. Students will be prepared as generalists in physical rehabilitation for adults with different conditions, in a variety of current practice settings [e.g. hospital (acute, sub-acute), community (outpatient, home and long-term care)], and service delivery models. Students will learn relevant evidence-supported theoretical perspectives, models and frames of references, evidence-based practice literature, and clinical guidelines in physical rehabilitation.

This practice course will help students with client-centered, evidence-based, and ethical decision making with adults. OCTH5130, OCTH5140, OCTH5220, OCTH5320

**OCTH 6550 – Modalities - 2 credit hours:** This course provides instruction on preparatory therapeutic interventions for occupational engagement. Course content will include the instruction, application and assessment of the use of physical agent modalities, splinting, and taping techniques. Indications and contraindications will be discussed for each technique or modality presented. Reimbursement and documentation for use of modalities will be discussed.

**OTDE 7810 - Directed Research I - 2 credit hours:** This course is the first in the directed research series, and introduces students to the research process. Students will participate in faculty-led research projects and develop an understanding of the area of study and begin the literature review process. ASHS6300, ASHS6400

**OTDE 7910 - Doctoral Seminar I: Introduction to Needs Assessment - 1 credit hour:** Students will be exposed to different methods of conducting a needs assessment and how to use the information obtained from a needs assessment to plan for and develop a program for a specific targeted population. In this doctoral experience preparatory course, students will identify a project idea and conduct a review of literature incorporating works from within and outside the body of OT literature. Based on literature review, students will prepare the proposal for their Doctoral Experience component.

## Second Year Spring Semester

**OCTH 6740 - Fieldwork Level II A - 6 credit hours:** Each Level II Fieldwork is 12 weeks of full-time work under the supervision of a full-time OT Fieldwork educator.

**OTDE 6440 - Professional Development III: Administration & Management - 3 credit hours:** This class focuses on the principles of organization and management in the health care system today. Administration and management in occupational therapy across practice settings with focus on an overview of payment systems, departmental organization, marketing, supervision, quality improvement and program evaluation. Models covered include nonprofit, proprietary, entrepreneurial, and corporate facilities. Systems of managed care and changes in health care delivery are examined.

**OTDE 6450 - Professional Development IV: Leadership, Activism & Advocacy - 3 credit hours:** Leadership theories and their application in occupational therapy are explored. This course will explore avenues of leadership for novice occupational therapists. Students will learn advocacy skills needed to represent individual, community, and population-based concerns. Students will be exposed to activism strategies necessary to influence systems, current policy/legislation, and promoting social change for under-served populations.

**OTDE 6560 - Maintaining Health & Wellbeing: Chronic Disease Management - 3 credit hours:** Occupational therapy to influence the health, well-being and quality of life of individuals with chronic disease and the older adult population. Students will examine topics within public health and epidemiology and expand their knowledge of the OT's capacity to prevent disease, disability, and activity limitations and to promote health, participation, and social inclusion.

**OTDE 7820 - Directed Research II - 2 credit hours:** In this segment of the directed research series, students will focus on writing the final literature review, and understand the research study design and methods best suited to answer the research question.

**OTDE 7920 - Doctoral Seminar II: Program Development - 2 credit hours:** Students will submit and defend their proposal to their doctoral Project Committee (consisting of the course instructor, their primary project advisor, and another member who may be their project mentor). During this seminar, students will also be introduced to and explore different methods of program evaluation and outcomes assessment. As part of the seminar, students may need to complete an IRB application to assess outcomes associated with a program they will develop. By the end of the course, students will be expected to translate the results of the needs assessment and propose a draft plan for a program development relevant to meeting an identified need at their practice site or with a community partner.

### Third Year Fall Semester

**OCTH 7750 - Fieldwork Level II B - 6 credit hours:** Each Level II Fieldwork is 12 weeks of full-time work under the supervision of a full-time OT Fieldwork educator.

**OTDE 7830 - Directed Research III - 3 credit hours:** In this phase of the directed research series, students will develop the research proposal and obtain IRB approval for conducting research. Data collection may commence at this stage pending approval from IRB.

**OTDE 7930 - Doctoral Seminar III: Program Evaluation - 3 credit hours:** Students in this course will refine their program development to finalize plans for their Doctoral Experience and identify outcome measures for program evaluation and logistics of program implementation. Students will prepare all materials needed for the program they have designed, working together with staff and other stakeholders from their community site to be ready for implementation of the program that provides the basis for their Doctoral Experience.

### Third Year Spring Semester

**OCTH 7460 - Practice Competency: Certification Exam Prep Course - 1 credit hour:** Students will attend a two-day course that will provide information, learning activities, practice questions, and study strategies to use in preparation for taking the National Board for Certification in Occupational Therapy. This course is a programmatic requirement to establish competency for entry-level practice prior to graduation.

**OTDE 7840 - Directed Research IV - 3 credit hours:** In this penultimate course of the directed research series, students will focus on data analysis and interpretation of results of their faculty-led research study. Students will develop the final product of the directed study and prepare to disseminate it in a public forum.

**OTDE 7940 - Doctoral Experience - 8 credit hours:** The doctoral experiential component is an in-depth experience that prepares students beyond the entry-level (advanced), in one or more of the following: clinical practice skills, research skills, administration, leadership, program and policy development, advocacy, education, or theory development. Students will work closely with assigned faculty advisor to implement and evaluate the project they have developed in collaboration with their community site, with oversight from their faculty advisor. OTDE7910, OTDE7920, OTDE7930. Additionally, all fieldwork experiences must be completed before a student can start their doctoral experiential component.

**OTDE 7950 - Doctoral Summit - 3 credit hours:** This seminar will include the public dissemination of the Doctoral experience capstone project. Formal presentations that showcase the work and outcomes will be made to the campus community. Students will be required to prepare the final product (report/manuscript) to be ready for submission in a peer-reviewed professional venue (i.e. professional journal, state or national professional conference, etc.).

## Certificate in Public Health

All OTD students will be required to obtain the Certificate in Public Health through the College of Graduate Health Studies at A.T. Still University unless a Master's in Public Health has been previously awarded. These classes are offered online beginning in the fall of the Year 2 OTD. The additional courses are included in the OTD tuition fee. There will not be any tuition reimbursements if you have already been awarded a MPH degree.

Program Caveat: ASHS-OTD Program reserves the right to require students with a Master's in Public Health to complete courses in the Certificate in Public Health to fulfill the OTD degree requirements.

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**PUBH 5000 - Introduction to Public Health Concepts - 3 credit hours:** This course is a comprehensive introduction to public health within the context of the U.S. healthcare system. Contents include the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, the role and mission of public health organizations, and an overview of current public health concepts, models, and policy.

**PUBH 6100 - Identifying Community Health Needs - 3 credit hours:** Needs and capacity assessment strategies are designed for people planning to practice within the fields of public health, health promotion, or health education. Students take an in-depth look at individual, group, and self-directed assessment strategies. This course gives students an opportunity to practice learned skills, decipher what assessments are best for a given situation, and learn how to implement their new skills within their professional environments.

**PUBH 7500 - Development of Community-Based Programs - 3 credit hours:** This course looks at various community-based programs and how best to develop, implement, and evaluate these programs as well as financing these programs.

## Doctor of Physical Therapy Program - residential

Physical therapists are healthcare professionals who work to restore movement and function through direct treatment, education, consultation, and management of rehabilitation resources. Physical therapy means the examination, treatment, and instruction of human beings to detect, assess, prevent, correct, alleviate, and limit physical disability, movement dysfunction, bodily malfunction, and pain from injury, disease, and other bodily and mental conditions. This includes the administration, interpretation, and evaluation of tests and measurements of bodily functions and structures; the planning, administration, evaluation, and modification of treatment and instruction, including the use of physical measures, activities, and devices for preventive and therapeutic purposes; and the provision of consultative, educational, and other advisory services for the purpose of reducing incidents and severity of physical disability, movement dysfunction, bodily malfunction, and pain.

The entry-level Doctor of Physical Therapy (DPT) program is a post-baccalaureate program that requires completion of didactic and clinical coursework, including a capstone project.

### Program Mission Statement

The A.T. Still University Doctor of Physical Therapy Program is committed to educating highly competent and professional entry-level physical therapists who are dedicated to clinical excellence, whole person health care, cultural competence, critical inquiry, and lifelong learning.

### Length of Program

The DPT entry-level program is a three-year degree program. Students are required to complete a minimum of 142 semester credit hours to obtain the degree. The curriculum plan includes 55 required courses (including two comprehensive practical exams and the final comprehensive written exam).

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee	Medical Equipment Fee
Class of 2023, year 1	\$36,764.00	\$1,150.00	\$176.00
Class of 2022, year 2	\$36,764.00	\$1,150.00	
Class of 2021, year 3	\$35,352.00	\$1,150.00	\$210.00

### Admissions

#### Application Process

ATSU-ASHS' residential DPT program participates in a centralized application processing service called the Physical Therapist Centralized Application Service (PTCAS). PTCAS provides a web-based service that allows applicants to

submit a single application to multiple participating PT programs. All official transcripts and letters of reference are sent directly to PTCAS as part of the application process.

Applications may be obtained through PTCAS at [www.ptcas.org](http://www.ptcas.org). Questions regarding the PTCAS account may be directed to PTCAS at 617.612.2040 or by email at [ptcasinfo@ptcas.org](mailto:ptcasinfo@ptcas.org). All other questions should be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

Applicants meeting the minimum GPA requirements will be invited by ATSU via email to submit a secondary application. This application, in addition to a \$70 application fee, must be submitted to ATSU for admission consideration.

## Application Deadline

The deadline to apply with PTCAS for the ATSU-ASHS residential DPT program is December 16. Program enrollment is based on rolling admissions. Applicants are encouraged to apply early.

## Admission Requirements

Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements

1. Applicants must have achieved a minimum 2.80 cumulative GPA and a 2.80 prerequisite GPA on a 4.0 scale. These GPAs are calculated and reported by PTCAS. The ATSU Admissions Department does not recalculate GPAs.
2. Applicants must have earned a baccalaureate degree.
3. Applicants must complete all pre-requisite courses prior to the start of school. Applicants with four or more outstanding pre-requisites will not be considered for admission. Applicants must show proof of enrollment in any pending pre-requisite courses by the end of the Spring quarter .
  1. Biology/Anatomy – Two courses in Human Anatomy and Human Physiology, each including lecture and lab (two semesters or quarters of lecture and lab). Example: Human Anatomy and Physiology I and II, Human Anatomy and Human Physiology, all with lecture and lab.
  2. Biology/Zoology – Two courses in Biology/Zoology, each including lecture and lab (two semesters or quarters of lecture and lab). Examples: General Biology I and II, Genetics, Molecular, Cellular and Microbiology, all with lecture and lab.
  3. General Chemistry – Two courses in Chemistry, each including lecture and lab. (two semesters or quarters of lecture and lab). Examples: General Chemistry I and II, Organic Chemistry, Inorganic Chemistry, all with lecture and lab.
  4. Physics – Two courses in Physics, each including lecture and lab (two semesters or quarters of lecture and lab). Examples: General Physics I and II, or College/University Physics I and II all with lecture and lab.
  5. Statistics – One course, minimum of 3 semester/4 quarter hours. Examples: Applied Statistics, Elements of Statistics, and Statistics of Bio-
  6. Psychology – Two courses: One abnormal psychology and one either lifespan developmental or child psychology, minimum of 6 semester/9 quarter hours. No substitutes accepted.
  7. Exercise Physiology – One course, minimum of 3 semester/4 quarter hours.
4. Official transcripts for all college level courses must be submitted directly from the institution to PTCAS.
5. Applicants are required to obtain a minimum of 30 contact hours with a physical therapist in a variety of physical therapy settings prior to application submission. Exposure to multiple types of physical therapy practices such as, geriatrics, pediatrics, neurology and orthopedics is desired, and a consideration in the



decision to offer admission. Students may contact hospitals, nursing homes and outpatient physical therapy clinics to meet the required observation hours. Observation hours do not have to be verified.

6. Applicants must submit Graduate Record Examination (GRE) Scores.
  1. Scores older than three years prior to admission year will not be accepted.
    1. The GRE general test Code for ATSU-ASHS is 7695 listed under Arizona on the ETS website.
    2. Applicants are required to have a minimum GRE of 140 for verbal and quantitative as well as a 3.5 on the writing score.
7. Letters of References: Specific information regarding letters of reference can be found in PTCAS. For the secondary application, applicants only need to supply the name of the references listed in the primary PTCAS application.

Applicants who are considered potential candidates may be required to participate in an applicant interview process. Personal interviews are conducted both on-site and by video conference. Dates are not released prior to reviewing an applicant's application.

### Priority Consideration Agreements

ATSU-ASHS maintains admission agreements with Arizona State University (ASU), Grand Canyon University (GCU), Truman State University (TSU) and Chaminade University of Honolulu. More information on these admission agreements may be found at [http://www.atsu.edu/ashs/programs/physical\\_therapy/articulationagreements.htm](http://www.atsu.edu/ashs/programs/physical_therapy/articulationagreements.htm).

## Minimal Technical Standards for PT

### Introduction

The Department of Physical Therapy at A.T. Still University has a responsibility to the public to assure that its graduates are prepared to become fully competent and caring physical therapists. In order to fulfill this obligation, physical therapy students must safely and competently demonstrate the technical standards described in this document as well as in individual course requirements.

Technical standards (also called competencies) refer to the physical and mental abilities, skills, attitudes and behaviors that comprise cognitive, psychomotor, affective, and communicative domains of physical therapist practice and are required for admission, retention, and graduation. Technical standards apply to classroom, laboratories, and clinical settings. ATSU Doctor of Physical Therapy Program uses independent clinical education sites that may or may not be able to offer the same reasonable accommodations that are made available by ATSU.

A student is required to develop entry-level proficiency across all four domains (cognitive, psychomotor, affective, and communicative) to achieve satisfactory completion of the curricular requirements and to develop the qualities consistent with the profession of physical therapy. Entry-level proficiency is defined as the minimum knowledge, skills and abilities to practice independently, competently, legally, ethically, and safely as a licensed physical therapist. Students must meet all of these standards with or without reasonable academic adjustments. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

If a student cannot independently demonstrate the following competencies, it is the responsibility of the student to request an appropriate academic adjustment. The University will provide academic adjustments as long as it does not



fundamentally alter the nature of the program offered and does not impose an undue hardship such as those that cause a significant expense, difficulty or are unduly disruptive to the educational process.

In order to gain admission, matriculate, and remain a student in the Doctor of Physical Therapy Program at ATSU each student must be able to meet the program qualifications—including these technical standards, with or without academic adjustments. If it becomes apparent that either: a) the student cannot meet the technical standards even with academic adjustments; or b) the requested academic adjustment(s) would fundamentally alter the nature of the Doctor of Physical Therapy Program at ATSU or the practice of physical therapy in ATSU clinical education placements; or c) create a significant risk of harm to the health or safety of others, then an offer of admission may be withdrawn or a student may no longer be otherwise qualified for the program.

## Domains

A brief description of each domain, along with a behavioral example, is provided below. These examples are representative but not all-inclusive. Additional details are outlined in individual course requirements and in the Department, the School of Allied Health and the University policies and procedures.

**Cognitive Domain:** The student must possess the cognitive abilities necessary to independently integrate information from courses in the basic, clinical, and behavioral sciences in order to problem-solve effectively during the patient/client management process. In order to achieve entry-level proficiency, students must progress from the basic skills of memorization, comprehension, and application to the advanced skills of analysis, synthesis and evaluation. Students also must be able to measure and calculate as well as use data collected to formulate and test hypotheses. Students must have the ability to communicate proficiently in English in both written and oral forms in a timely manner under high paced stressful environments.

**Example:** Physical therapy students must gather and integrate information pertaining to human anatomy and physiology, pathophysiology, medicine and related health care services, as well as psychosocial factors, in order to discern the nature of and to develop and implement a plan of care for a patient/client's actual or potential impairments, activity limitations and participation restrictions. Results of the patient/client management process must be communicated professionally orally and/or in written format with other patient care providers, patients and families.

**Physical Domain:** The student must be able to independently accomplish the physical demands of the work performed by physical therapists which are categorized as "medium" in difficulty. "Medium work" is defined as: "Exerting 20 to 50 pounds of force occasionally, or 10 to 25 pounds of force frequently, or greater than negligible up to 10 pounds of force constantly to move objects." (Department of Labor)

The physical therapy student also must possess the physical and sensorimotor abilities (including gross motor and fine motor skills, vision, hearing, and tactile and proprioceptive awareness) to perform the patient/client management elements of examination, evaluation, diagnosis, prognosis, and intervention in a timely manner. This includes possessing the physical abilities to conduct required examination and treatment procedures and communicate with patients about the proposed physical therapy management. This requires walking, standing, bending, and lifting to assist patients, while assuring the student's own safety as well as that of the patient. In addition, this requires the sensory skills for observational and discriminative capabilities to ensure patient and student safety.

**Example:** Students must observe, inspect, palpate, test, measure, position, and assist patients/clients with movement in order to determine the extent of, and intervene with, a patient/client's actual or potential impairments, activity limitations and participation restrictions.

Successful demonstration of psychomotor skills requires physical therapy students to:

1. Complete a task within a specified timeframe that is consistent with actual clinical practice in physical therapy. Actual clinical practice is determined through input from current practicing physical therapists who serve as clinical instructors or as advisors to the program. Time allotments are defined for each course, where relevant, by the:
  1. amount of time to execute the psychomotor skill (i.e., set the patient up, calibrate the equipment, apply the equipment, instruct the patient, perform the technique, remove the equipment, etc.)
  2. amount of time to perform the overall activity or task (i.e., read the chart, discuss the situation with the patient or instructor, answer questions prior to and at the conclusion of the performance of a psychomotor skill, complete necessary documentation)
2. Demonstrate the physical capacity (i.e., balance, strength, flexibility) to safely position themselves prior to assisting a patient/client with movement.
3. Demonstrate the physical capacity (i.e., balance, strength, flexibility) to safely position the patient/client prior to treatment and to assist (i.e., manually guide or lift) the patient/client, as indicated, with:
  1. Cardiopulmonary resuscitation
  2. Balance, coordination, flexibility, strength and functional exercises
  3. Positioning
  4. Movement in bed
  5. Transfers from one surface to another
  6. Ambulation on various surfaces
  7. Stair climbing
  8. Wheelchair mobility

**Affective Domain:** Students in the Department of Physical Therapy must be able to independently demonstrate attributes of empathy, integrity, concern for others, interpersonal skills, interest, and self-motivation, as such qualities are assessed not only during the admissions process but throughout physical therapy education. Students must be able to exercise sound judgment, complete the responsibilities attendant to the evaluation and care of patients, and develop mature, sensitive, and effective relationships with patients. Students must be able to adapt to ever-changing environments, display flexibility, respect individual differences and learn to function in the face of uncertainties and stresses that are inherent in the educational process, as well as the clinical problems of many patients. Acknowledge and respect individual values and opinions in order to foster harmonious working relationships with colleagues, peers, and patients/clients.

**Communicative Domain:** Physical Therapy students must be able to independently speak, hear, and observe patients in order to obtain information, distinguish nonverbal communications, sense changes in mood, communicate effectively, and instruct patients and their families. Students must be able to communicate quickly and effectively in oral and written English and electronically with all members of the health care team.

**Example:** Physical therapy students must effectively inform and educate patients/clients, and other health care providers, regarding the consequences of actual or potential impairments, activity limitations and participation restrictions.

### Statement of Agreement

I have read the above document and have sought clarification where needed. I understand that I must pass, with or without reasonable accommodation, all four domains that comprise the technical standards, in order to be qualified for admission, promoted to the subsequent terms, and to achieve eligibility for graduation from the professional physical therapy program.

### Graduation Requirements

To earn a Doctor of Physical Therapy degree in the residential program, all students must:

1. Pass all prescribed didactic and clinical courses, including completion of a capstone project, with a minimum grade of 'C' and a minimum GPA of 2.5
2. Pass all practical and written comprehensive exams
3. Discharge all financial obligations to ATSU
4. Attend commencement activities

## Curriculum

During the first year, students build on their prerequisite coursework through courses in the basic sciences and introductory courses in patient care and therapeutic exercise. As the year progresses, the students are introduced to clinical courses in the areas in both musculoskeletal and neurologic rehabilitation. Additionally, students begin core courses in critical inquiry covering evidence-based practice, research design, and statistics. They also begin coursework in professional practice that will continue throughout the curriculum. The first year ends with the first full-time clinical experience. In the second year students continue with clinical courses in both the musculoskeletal and neurological rehabilitation areas. They progress into courses focusing on special populations and then finish with seminar courses aimed to assist with integration of concepts and a holistic approach to patient care. Students are introduced to the two capstone project options and begin working toward completion of either an applied research or outcome measure project. During the third year, students continue work on their capstone projects while completing three full-time internships and participating in virtual grand rounds.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First Year Fall Semester

**ASHS 6100 - Human Anatomy I - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the head, neck, back, thorax and abdomen. Prerequisites: None

**ASHS 6200 - Human Anatomy II - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the pelvis, perineum, lower extremity and upper extremity.

**DPTR 7101 - Biomechanical Foundations of Movement I - 2.5 credit hours:** A study of the mechanical and biophysical principles of movement in humans. Techniques of analysis with qualitative and quantitative measures of movement is included. Laboratory required. 10 weeks

**DPTR 7110 - Professional Practice I - 1 credit hour:** This course will focus on guiding the professional development of future clinicians. Emphasis will be placed on leadership and coaching skills, emotional intelligence, and social competence. Emphasis is on ethical decision making, introduction to the professional association, and leadership.

**DPTR 7112 - Educational Theory and Practice - 2 credit hours:** In this course students will discuss the theoretical frameworks of teaching and learning and their application to patient education. Development of educational interventions and methods to facilitate adherence will be discussed.

**DPTR 7114 - Documentation and Clinical Reasoning - 2 credit hours:** This course includes an overview of a clinical reasoning model and introduction to the basic concepts and components of effective physical therapy documentation. ATSU Clinical Reasoning Model will be introduced and utilized throughout the class. How to document an examination, evaluation, progress note, and interim/daily note will be covered. Practice of interview skills and writing all note types will also be used. Laboratory required.

**DPTR 7116 - Therapeutic Exercise I - 2.5 credit hours:** This first therapeutic exercise course provides students with foundational knowledge and skills related to therapeutic exercise. Students will learn how to prescribe aerobic, resistance, range of motion, stretching, and neuromuscular coordination exercises to adults as part of physical therapy patient management. Laboratory required.

**DPTR 7118 - Basic Patient Care Skills - 2.5 credit hours:** This course includes the rationale and skills necessary for rehabilitation personnel to deliver basic patient care. The course includes blood-borne pathogens, universal safety precautions, vital signs, positioning, draping, transfers, lifting, sterile procedure and isolation techniques, wheelchair handling, and ambulation with assistive devices, adaptive equipment, and basic patient care equipment. Laboratory required. Prerequisites: None

**DPTR 7180 - Integrated Clinical Education Experience I - 1 credit hour:** A part-time, collaborative clinical experience, under direct supervision of a licensed Physical Therapist. Students are expected to integrate the current fall semester curriculum into the clinical learning with emphasis on interpersonal skills, documentation, and foundational tests and measures.

**DPTR 7211 - Applied Human Physiology - 2.5 credit hours:** A sound scientific basis for clinical practice is provided through this review of applied human physiology, with an emphasis on normal physiology and homeostasis. Principles of muscle physiology and metabolism, energy expenditure, cardiopulmonary physiology, renal physiology, fluid dynamics and endocrinology will be discussed, with examples of responses to exercise and disease. Prerequisites: ASHS 6100 Corequisite: ASHS 6200

**DPTR 7201 - Biomechanical Foundations of Movement II - 2.5 credit hours:** A study of the mechanical and biophysical principles of movement in humans. Techniques of analysis with qualitative and quantitative measures of movement is included. Laboratory required. Prerequisites: ASHS 6100, DPTR 7101 Corequisite: ASHS 6200

**DPTR 7221 - Psychological and Social Aspects of Illness and Disability - 1 credit hour:** A study of the psychological, social, and emotional aspects of illness and disability. Students will explore the biopsychosocial model with attention to its health related implications at the level of the person, family, and society. Students will examine the interaction between mental state, health concerns, and illness for both their patients and themselves, discussing the need for clinician wellness in order to provide compassionate care.

## First Year Spring Semester

**DPTR 7302 – Pathophysiology - 2.5 credit hours:** This course involves the study of basic pathophysiological processes in disease and trauma including inflammation, immunity, and neoplasms. Additionally, diseases and conditions of the major organ systems are presented with implications of the relationship between pathology and the signs/symptoms of disease for the physical therapist in multiple settings throughout the spectrum of care. Prerequisites: DPTR 7211, ASHS 6200

**DPTR 7316 - Therapeutic Exercise II - 2.5 credit hours:** This second therapeutic exercise course will prepare students to prescribe therapeutic exercise to improve impairments in muscle performance, joint mobility, flexibility, and movement coordination of the extremities and spine. Students will also learn how to use therapeutic exercise to improve common activity limitations. Laboratory required. Prerequisites: DPTR 7116

**DPTR 7323 - Clinical Gait Analysis - 1.5 credit hours:** This course is a study of the components of normal gait, methods of observational gait analysis, and strategies of problem solving for various gait deviations. Laboratory required. Prerequisites: DPTR 7201

**DPTR 7320 - Neuroscience and Neural Conditions - 6 credit hours:** This course provides in-depth study into the anatomy and physiology of the nervous systems with an emphasis on the etiology, pathophysiology, diagnosis, and medical management of neurological diseases and conditions.

**DPTR 7330 - Musculoskeletal I - 2.5 credit hours:** This introductory musculoskeletal course will provide the student with foundational knowledge and skills related to examination, evaluation, diagnosis, prognosis, and interventions for patients with musculoskeletal conditions. This course will provide the student with a framework for clinical reasoning and a baseline skill set that will be built upon in other musculoskeletal courses in the doctor of physical therapy curriculum. Laboratory required. Prerequisites: DPTR 7201, DPTR 7116 Corequisite: DPTR 7316

**DPTR 7350 - Critical Inquiry I - 3.5 credit hours:** This course will enhance student understanding of the most common research designs, methodologies, and statistics employed in the physical therapy literature. With this knowledge the student will develop the skills necessary for implementation of evidence-based physical therapy practice including development of clinical questions, searching the literature, critical appraisal and application of the literature to various patient scenarios. Progression to "real time" application occurs throughout the course.

**DPTR 7380 - Integrated Clinical Education Experience II - 0.5 credit hours:** A part-time community experience where students participate in interdisciplinary teams, delivering the Matter of Balance class to community members using foundational principles of teaching and learning.

**DPTR 7390 - Comprehensive Practical I - 0 credit hours:** This represents the first comprehensive practical. The student will be expected to complete and successfully pass a comprehensive practical exam including content previously covered including but not limited to basic patient care skills, beginning screening techniques, gait, therapeutic exercise, manual muscle testing, range of motion assessment, patient education, and appropriate documentation. Prerequisites: All first year fall courses. Corequisites: First year, first session spring courses

**DPTR 7420 - Therapeutic Modalities - 2 credit hours:** This course provides an understanding of the theory and application of the therapeutic modalities as part of a physical therapy intervention to facilitate the healing process. Modalities included are electrical, thermal, sound, electromagnetic, mechanical, and therapeutic massage. Laboratory required. Prerequisites: ASHS 6200, DPTR 7201, DPTR 7211, DPTR 7302

**DPTR 7430 - Musculoskeletal II - 2.5 credit hours:** This musculoskeletal course will prepare students to manage patients with uncomplicated conditions of the lumbopelvic region. Students will learn about examination, evaluation, diagnosis, prognosis, interventions, and outcomes for lumbopelvic conditions. In lab students will practice examination and intervention skills for lumbopelvic conditions. Laboratory required. Prerequisites: DPTR 7316, DPTR 7330

**DPTR 7440 - Rehabilitation I - 2.5 credit hours:** This is the first course in a series of courses covering management of adults with impairments, activity limitations and participation restrictions resulting from a disorder, disease or trauma who require multicomponent rehabilitation to improve function. Foundation knowledge of a conceptual framework for clinical practice, theories of motor control and motor learning, examination skills, and manual techniques to improve movement control are emphasized. Laboratory required. Prerequisites: DPTR 7316 Corequisite: DPTR 7320

**DPTR 7499 - Differential Diagnosis - 2 credit hours:** This course focuses on the study of clinical management of common diseases throughout multiple systems with emphasis on diagnosis, prognosis, medical and rehabilitation management for the physical therapist. An introduction to imaging will also be included to provide an understanding of physical therapists' role in interpreting imaging. Prerequisite: DPTR 7211, DPTR 7302, DPTR 7330

**DPTR 7580 - Clinical Education Experience I - 4 credit hours:** The first, full-time clinical education experience four-week, full-time clinical rotation under the direct supervision of a licensed physical therapist. Over the four weeks, the student will be expected to apply physical therapy principles learned in the first semesters of their classroom work, including gait analysis, patient education, basic therapeutic exercise, documentation, clinical reasoning, basic patient care skills and research. Prerequisites: All first year courses

## Second Year Fall Semester

**DPTR 8130 - Musculoskeletal III - 2.5 credit hours:** This musculoskeletal course will prepare students to manage patients with uncomplicated conditions of the lower extremity. Students will learn about examination, evaluation, diagnosis, prognosis, interventions, and outcomes for lower extremity conditions. In lab students will practice examination and intervention skills for lower extremity conditions. Laboratory required. Prerequisites: DPTR 7323, DPTR 7430

**DPTR 8140 - Rehabilitation II - 3 credit hours:** This course is the second course in a series of courses on management of adults requiring multicomponent rehabilitation to improve function. This course focuses on evaluation and intervention for individuals with brain injury or disease. Laboratory required. Prerequisites: DPTR 7118, DPTR 7320, DPTR 7323, DPTR 7440

**DPTR 8145 - Human Development - 3 credit hours:** This course provides an in-depth study of developmental changes from prenatal through early adulthood. Emphasis is on a systems approach with a focus on the physical, sensory, gross and fine motor changes that take place with typical development. Laboratory required. Prerequisites: DPTR 7320, DPTR 7440

**DPTR 8150 - Critical Inquiry II - 2.5 credit hours:** Students will explore and critically evaluate the literature in a topic area of interest. They will apply the literature to clinical questions using the stages of evidence-based practice, and then will develop research questions and designs to address issues identified in their literature searches. Prerequisites: DPTR 7350

**DPTR 8160 - Cardiopulmonary Rehabilitation - 3 credit hours:** This course covers the pathology, tests and measures; and the assessments, interventions, and evaluation for cardiopulmonary diseases and conditions commonly encountered in physical therapy settings. Laboratory required. Prerequisites: DPTR 7118, DPTR 7211, DPTR 7302, DPTR 7316

**DPTR 8230 - Musculoskeletal IV - 2.5 credit hours:** This musculoskeletal course will prepare students to manage patients with uncomplicated conditions of the cervical and thoracic spine. Students will learn about examination, evaluation, diagnosis, prognosis, interventions, and outcomes for cervical and thoracic conditions. In lab students will practice examination and intervention skills for cervical and thoracic conditions. Laboratory required. Prerequisites: DPTR 8130

**DPTR 8240 - Rehabilitation III - 2.5 credit hours:** This course is the third course in a series of courses on management of adults requiring multicomponent rehabilitation to improve function. This course focuses on evaluation and intervention for individuals with conditions such as spinal cord injury, Parkinson's Disease, Multiple Sclerosis, motor neuron diseases, vestibular disorders, and amputation. Laboratory required. Prerequisites: DPTR 8140

**DPTR 8245 - Pediatrics - 3.5 credit hours:** This course covers assessment and treatment of individuals with developmental and acquired disabilities from birth through 18 years of age. Clinical reasoning is emphasized within early intervention, public school, home, and clinic settings. Laboratory required. Prerequisites: DPTR 8140, DPTR 8145

**DPTR 8260 - Acute Care - 3.0 credit hours:** The course includes an in-depth study of the role of the physical therapist in the acute care setting. Emphasis is on patient care management and clinical decision-making, establishing appropriate plan of care, goal setting, and treatment design, interdisciplinary communication and collaboration, PT role in the emergency department and ICU, and discharge planning. Laboratory required. Prerequisites: DPTR 8140, DPTR 8160

## Second Year Spring Semester

**DPTR 8320 - Imaging - 2 credit hours:** This course exposes students to radiologic and other imaging techniques and includes the theory and application of imaging in the rehabilitation setting. Prerequisites: ASHS 6200, DPTR 7420  
Corequisite: DPTR 8330

**DPTR 8323 - Organization and Management of Practice Settings - 2 credit hours:** This course covers the principles of organization, management, and reimbursement of health profession practices. The topics covered include issues in healthcare management, health care insurance, organization socialization and culture, management responsibilities and current real world issues. Prerequisites: DPTR 7440

**DPTR 8330 - Musculoskeletal V - 2.5 credit hours:** This musculoskeletal course will prepare students to manage patients with uncomplicated conditions of the upper extremity. Students will learn about examination, evaluation, diagnosis, prognosis, interventions, and outcomes for upper extremity conditions. In lab students will practice examination and intervention skills for upper extremity conditions. Laboratory required. Prerequisites: DPTR 8230

**DPTR 8339 - Pain Management - 1.5 credit hours:** A study of the clinical management of acute and chronic pain through pharmaceutical, surgical, and conservative methods. Prerequisites: DPTR 7221, DPTR 7320, DPTR 8230  
Corequisite: DPTR 8330

**DPTR 8345 - Geriatrics - 2.5 credit hours:** The study of geriatric physical therapy, including age-related changes in body structure and function, assessment and intervention of impairments, and activity limitations and participation restrictions resulting from common conditions associated with aging. Considerations of personal and environmental factors influencing healthy aging and impacting provision of physical therapy for older adults are covered. Laboratory required. Prerequisites: DPTR 8240

**DPTR 8360 - Wound Management - 2 credit hours:** This course covers the evaluation and intervention for acute and chronic wounds, including burns, surgical, vascular, pressure, and neuropathic ulcers. Incorporating debridement, dressings, and modalities in the plan of care will be emphasized. Laboratory required. Prerequisites: DPTR 7211, DPTR 7302, DPTR 7420

**DPTR 8380 - Integrated Clinical Education Experience III - 0.5 credit hours:** A part-time collaborative clinical experience under direct supervision of a licensed Physical Therapist. Students are expected to apply physical therapy principles previously learned and/or currently being delivered in the didactic and laboratory curriculum. Prerequisites: DPTR 7580, and All second year fall semester courses

**DPTR 8425 - Management of Gender-specific Issues - 2.5 credit hours:** This course covers the evaluation and intervention for gender-specific health care issues. Pelvic floor dysfunction (incontinence, pelvic pain, and pelvic organ prolapse), antepartum and postpartum care, breast health, testicular and prostate health, menopause, lymphedema, disability and sexuality, intimate partner violence, cardiovascular disease in women, and the female athlete triad will be discussed.

**DPTR 8411 - Professional Practice II - 2.0 credit hours:** This course will establish a familiarity and knowledge of other health care professions applicable to physical therapy practice. Emphasis is on the practice of professional communication, team development, and building credibility and trust in the health care venue. DPTR 7110

**DPTR 8430 - Musculoskeletal Seminar - 2.5 credit hours:** This musculoskeletal course will prepare students to synthesize their knowledge and skills related to the physical therapy management of patients with musculoskeletal conditions. Students will apply their clinical reasoning knowledge and skills to case discussions, and practice examination and intervention skills in lab. Laboratory required. Prerequisites: DPTR 8330 Corequisites: DPTR 8440, DPTR 8499

**DPTR 8440 - Neurorehabilitation Seminar - 2.5 credit hours:** This neurorehabilitation course will prepare students to synthesize their knowledge and skills related to the physical therapy management of patients with neurological conditions. Students will apply their clinical reasoning knowledge and skills to case discussions, and practice examination and intervention skills in lab. Laboratory required. Prerequisites: DPTR 8240 Corequisites: DPTR 8430, DPTR 8499

**DPTR 8490 - Comprehensive Practical II - 0 credit hours:** This is the second comprehensive practical in the program. The student will be expected to complete and successfully pass a comprehensive practical exam including content previously covered including but not limited to examination, evaluation, and intervention of neuromusculoskeletal impairments and associated activity limitations and appropriate documentation. Prerequisites: DPTR 7390 and all year two fall semester and first session spring semester courses Corequisites: All year two, second session spring semester courses



**DPTR 8491 - Service Learning Project - 0 credit hours:** Students must participate in an approved service learning project under the mentorship of a physical therapy faculty member. Students engage in preparatory meetings and participate with individuals in the community providing assessment and assistance as determined by the nature of the project. Each student must write a reflection on lessons learned and the overall meaning of the experience

**DPTR 8499 - The Complex Patient - 1.5 credit hours:** Students will explore strategies for managing patients who present with complex medical and/or psychosocial issues. Case study examples will create the framework for exploring the continuum of care for these types of patients. Prerequisites: All course in all previous semesters/sessions  
Corequisites: DPTR 8440, DPTR 8430

### Third Year

**DPTR 9150 - Virtual Grand Rounds - 1 credit hour:** This course is designed to take evidence-based practice into the clinic while students are completing a clinical internship experience. Students will be expected to pose appropriate clinical questions, perform literature searches to help answer the clinical question, analyze and discuss the relevant research, and formulate a clinical decision based on the available evidence, the patient perspective, and clinical expertise regarding patients they are seeing in their clinical internship. Prerequisites: All courses in the first two years of the curriculum  
Corequisites: DPTR 9180, DPTR 9280, or DPTR 9380

**DPTR 9180 - Clinical Education Experience II - 10 credit hours:** The first full-time terminal clinical education experience. A ten-week, full-time clinical internship under the supervision of a licensed professional. During the ten-week experience, The student will apply physical therapy principles learned in the first two years of didactic work. Clinical education experiences in the program take place in a variety of practice settings and provide the students with a breadth and depth in professional role modeling and access to patients who are representative of those commonly seen in practice. Prerequisites: All courses in the first two years of the curriculum

**DPTR 9190 - Comprehensive Exam - 0 credit hours:** Students are required to pass a Comprehensive Written Examination as a condition of graduation. This course helps students fulfill this requirement. Prerequisites: All courses in the first two years of the curriculum.

**DPTR 9250 - Outcome Measures: Clinical and Research Applications - 2 credit hours:** The Student will participate in performance and evaluation of selected outcome measures under faculty direction. This course is designed to offer a variety of methods that familiarize the student with different outcome measures, increase the student's awareness of the factors that impact reliability and validity of outcome measures, and improve the student's ability to assess and interpret literature on outcome measures. Students must choose one of the options available and are expected to submit a scholarly paper detailing their findings. Prerequisites: DPTR 8150

or

**DPTR 9251 - Applied Research Project - 2 credit hours:** The student will participate in research and manuscript preparation under faculty direction. The student is expected to submit the completed manuscript, as well as project supporting documents (IRB approval, literature review, data collection forms and participant data) at the completion of the course. Prerequisites: DPTR 8150

**DPTR 9280 - Clinical Education Experience III - 10 credit hours:** The second full-time terminal clinical education experience. A ten-week, full-time clinical internship under the supervision of a licensed professional. During the ten-week experience, the student will apply physical therapy principles learned in the first two years of didactic work. Clinical education experiences in the program take place in a variety of practice settings and provide the students with a breadth and depth in professional role modeling and access to patients who are representative of those commonly seen in practice. Prerequisites: All courses in the first two years of the curriculum

**DPTR 9380 - Clinical Education Experience V - 10 credit hours:** The third full-time terminal clinical education experience. A ten-week, full-time clinical internship under the supervision of a licensed professional. During the ten-week experience, the student will apply physical therapy principles learned in the first two years of didactic work. Clinical education experiences in the program take place in a variety of practice settings and provide the students with a breadth and depth in professional role modeling and access to patients who are representative of those commonly seen in practice. Prerequisites: All courses in the first two years of the curriculum

### Other Courses

**DPTR 7501 - Directed Studies - 1-3 credit hours:** Students will participate in a customized course under the direction of a faculty member to cover needed content within the program. Specific content covered will vary by situation and credit hours assigned.

## [Post-professional] Doctor of Physical Therapy Program - online

A.T. Still University's (ATSU) post-professional doctor of physical therapy, often referred to in the United States as a transitional program, is a custom degree program configured around the unique needs of each practicing professional, offering maximum flexibility and a full team of support. Offered through ATSU's Arizona School of Health Sciences, the online physical therapy degree offers curriculum plans that are personalized and student-centric, based on one-on-one assessments of personal experience. Classes can be completed one-at-a-time, as practice and personal life requires, or doubled-up to accelerate degree completion.

ATSU's Post-professional Doctor of Physical Therapy program is designed for those who desire to maintain their relevancy while they continue practicing in the discipline of physical therapy. You will accomplish this as standards are elevated to doctoral status per the 2020 vision set forth by the American Physical Therapy Association (APTA).

### Length of Program

The Post-professional Doctor of Physical Therapy program is typically completed within 1.5 to 2 years, dependent upon the individual plan of study and consists of 64 credits.

### Tuition

Tuition is due two weeks before the start of class. For programs that have payment per program, payment in full is due prior to the start of the program or per their admissions agreement on a quarterly payment schedule. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Degree/Non-Degree Students	Tuition
Degree-seeking	\$11,520.00
Non-degree	\$530.00 per credit hour

### Admissions

#### Application Process

Applicants will need to create an account at <https://apply.atsu.edu> for access to the online application. Instructions are included on how to complete the application and submit all required documentation. If you have any questions regarding the online application, please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu).

#### Application Deadline

Post-professional Doctor of Physical Therapy applications may be submitted at any time during the academic year and are processed on a rolling admissions basis. Applications are processed routinely to ensure that all class openings are filled for the beginning of each quarter.

#### Admission Requirements

Applicants for admission to the Post-professional Doctor of Physical Therapy online program must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ASHS general admission requirements
2. Minimum physical therapy professional program grade point average of 2.70 on a 4.0 scale.
  - If a 2.70 GPA is not met, refer to Non-Degree Seeking Pathway.
3. Applicants will have earned a bachelor's degree or higher in physical therapy from a regionally accredited college or university.
  1. Applicants who have graduated from a university outside the United States or Canada must provide an official physical therapy degree equivalency evaluation for admission, or copy of the official letter from the licensing board showing professional deficiencies for the non-degree seeking applicant. This evaluation report must state the physical therapy degree earned abroad is equivalent to the physical therapy degree in the United States or Canada. This evaluation will be paid for by the prospective student. We highly encourage you to speak to one of our enrollment counselors prior to ordering your credential evaluation report. The following are the only credentialing agencies accepted by the post-professional DPT program in determining degree equivalency:
    - Foreign Credentialing Commission on Physical Therapy (FCCPT)
    - International Consultants of Delaware (ICD)
    - International Education Research Foundation, Inc (IERF)
    - World Education Services (WES)
    - International Credentialing Associates (ICA)
    - Canadian Alliance of Physiotherapy Regulators (The Alliance)
    - Commission on Graduates of Foreign Nursing Schools (CGFNS)
    - University of Texas at Austin (non-degree seeking applicants only)
4. Applicants will submit official transcripts from all educational institutions attended where a degree was conferred.
  1. Additional transcripts from graduate coursework not leading to a degree may be submitted for advanced credit consideration.
5. Applicants will submit proof of licensure, registration, professional recognition or certificate as a physical therapist.
6. Recommendation letters from three professional colleagues must be submitted.
  1. Recommendation letters should be addressed to the Admissions Committee and signed by the author of the recommendation letter.
  2. If the recommendation is in email form, a printed copy of the email including where the email originated (the author's email address) and date sent should be seen on the printed copy.
7. Applicants will submit an Expanded Portfolio. Specific directions on how to complete the portfolio may be found at: <https://www.atsu.edu/pdf/transitional-physical-therapy-portfolio-directions.pdf>
8. Applicants will fill out the Employer Verification form for their employer to sign. The signed Employer Verification form must be submitted from a current or former employer within the past 10 years. For applicants who are self-employed, a colleague can sign the form.
9. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
  1. Option 1: English is your first language.
  2. Option 2: Graduated from a regionally accredited four-year university or college in the United States (minimum BA or BS degree)

3. Option 3: You are demonstrating English proficiency by submitting acceptable scores from International English Language Testing Systems (IELTS) or Test of English as a Foreign Language (TOEFL)
  - IELTS: 6.5
  - TOEFL paper-based total score = 550
    1. Minimum 56 on Reading Skills
    2. Minimum 61 on Writing Skills
  - TOEFL computer-based total score = 213
    1. Minimum 22 on Reading Skills
    2. Minimum 26 on Writing Skills
  - TOEFL internet-based total score = 80
    1. Minimum 21 on Reading Skills
    2. Minimum 24 on Writing Skills

### *Non-Degree Seeking Pathway*

Non-degree seeking status may be granted to applicants with a cumulative GPA below 2.70. Students who achieve an A or B letter grade in the following two courses may subsequently apply for admission to the Post-professional DPT program.

- HP805 tDPT Foundations (1 credit)
- HP811 EBP 1 (2 credits)
- Courses must be taken sequentially

Additional requirements are listed on the program website and catalog. Admission is not guaranteed by meeting the requirements above.

### **Advanced Standing Admission**

See the Advanced Credit section of the ASHS General Admissions Requirements.

### **Graduation Requirements**

To earn a Doctor of Physical Therapy from the online postprofessional program, all students must:

1. Complete all prescribed didactic and clinical courses and the capstone project (if required)
2. Pass all courses with a minimum grade of 'C' and maintain a 2.70 grade point average on a 4.0 scale
3. Discharge all financial obligations to ATSU
4. Ensure that the mailing address in CampusNexus Student Portal is current. This is the address where the diploma will be mailed.
5. Attending commencement is not required but highly recommended.

### **Curriculum**

The curriculum offers a full spectrum of educational opportunities whose content meets or exceeds that described by the American Physical Therapy Association's (APTA) Preferred Curricular Guide for the tDPT Program. We offer many courses including, but not limited to, differential diagnosis, radiology and imaging, evidence-based practice, and pharmacology.

## Non-Degree Program - online

This option is designed for international physical therapists who are in the process of completing U.S. licensure requirements. There are many online Post-Professional Doctor of Physical Therapy online courses which help meet professional deficiencies as determined by one of the approved credentialing agencies:

- Foreign Credentialing Commission on Physical Therapy (FCCPT)
- International Consultants of Delaware (ICD)
- International Education Research Foundation, Inc (IERF)
- World Education Services (WES)
- International Credentialing Associates (ICA)
- University of Texas at Austin (Credential reviews for Texas only)
- Canadian Alliance of Physiotherapy Regulators (The Alliance)
- Commission on Graduates of Foreign Nursing Schools (CGFNS)

Non-degree students may complete a maximum of 18 quarter credits while enrolled in the program. HP805 tDPT Foundations is a prerequisite course for all courses in the program, and it cannot be taken at the same time with another course.

Clinical internships are not offered.

## Non-Degree Program Admission Requirements

Applicants for admission to the Post-professional Doctor of Physical Therapy non-degree online program must meet the following requirements prior to matriculation.

1. Copy of credentialing evaluation for equivalency of degree, or copy of official letter from licensing board showing professional deficiencies.
  - a. This is not applicable to those applying to the Non-degree Seeking Pathway of the Post-professional DPT program. See requirements as noted in the Non-Degree Seeking Pathway section.
2. Applicants are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University. Written and spoken proficiency in the English language may be demonstrated by one of the following options:
  - a. Option 1 - English is your first language learned.
  - b. Option 2 - Graduated from a regionally accredited four year university or college in the United States (minimum BA or BS)
  - c. Option 3 - You are demonstrating your English proficiency by submitting acceptable scores from International English Language Testing Systems (IELTS) or Test of English as a Foreign Language (TOEFL).

Acceptable minimal scores for ASHS applications are:

1. IELTS: 6.5
2. TOEFL
  1. Paper based total score = 550
    1. Minimum of 56 on Reading Skills section
    2. Minimum of 61 - 62 on Writing Skills section
  2. Computer based total score = 213
    1. Minimum of 22 on Reading Skills section
    2. Minimum of 26 on Writing Skills section

3. Internet based total score = 80
  1. Minimum of 21 on Reading Skills section
  2. Minimum of 24 on Writing Skills section

## Non-Degree Curriculum

The Doctor of Physical Therapy non-degree program offers multiple courses that meet educational deficiencies as determined by the credentialing evaluation.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First year

**HP 805 - tDPT Foundations - 1 credit hour:** This course provides detailed instruction on the use of Canvas course platform, and an introduction to academic scholarly writing with proper APA formatting, including referencing/citation. An introduction to online literature searches using various medical databases is also taught in this course.

**HP 811 - Evidence-Based Practice in Physical Therapy 1 - 2 credit hours:** Evidence-based, clinical decision-making skills are covered in this course including locating and accessing sources of evidence, evaluating levels of evidence, applying evidence to clinical practice and integrating evidence, patient values and preferences and clinical experiences. This course is designed to provide the practicing therapist with knowledge and skills in critical inquiry including review and analysis of articles and writings in professional and medical journals and books. Literature review and data collection methods for professional literature will be included. Introduction to theory and use of evidence-based research in health care is discussed. Basic theories and practices of evidence-based practice will be applied to both acute and rehabilitation settings. Current health care research findings will be applied to diagnoses and interventions common to physical therapists. Participants will incorporate prior experience and knowledge in applying this topic to the delivery of physical therapy services in diverse settings. Students learn skills to locate and organize evidence using research databases. Prerequisite: HP 805 - tDPT Foundations.

**HP 813 - Educational Theory and Practices - 2 credit hours:** Teaching and learning theory, including discussions of teaching and learning as it applies to patients, clinical experiences, and formal educational settings are discussed. Evaluation and program development of educational components of practice are covered. Prerequisite: HP 805 - tDPT Foundations.

**HP 814 - Issues in Diverse Populations and Settings - 3 credit hours:** Communication and cultural competencies, including principles of professional communication of cultural competencies, conflict resolution, negotiation skills, networking and awareness of cultural differences are studied in this course. Students will study practice settings and patient/client groups from diverse populations, rural, and urban settings for their impact of healthcare. Prerequisite: HP 805 - tDPT Foundations.

**HP 815 - Health and Wellness - 2 credit hours:** This course includes discussion on the theories of health and wellness, including motivational theory, locus of control, public health initiatives, and psychosocial, spiritual, and cultural considerations. Health risks, screening, and assessment considering epidemiological principles are emphasized.

Risk reduction strategies for primary and secondary prevention, including programs for special populations are covered. The role of the physical therapist in prevention and wellness is stressed. Prerequisite: HP 805 - tDPT Foundations.

**HP 834 - Delivery Systems, Legislation and Regulation - 2 credit hours:** This course includes discussion of delivery systems, legislation, and regulation, including measuring access to and outcomes of different healthcare delivery models, public health policy, political systems, reimbursement models, ethical issues, and advocacy to improve healthcare policy. Prerequisite: HP 805 - tDPT Foundations

**HP 835 - Reimbursement Systems, Issues, and Strategies - 2 credit hours:** This course offers an introduction to provider reimbursement, focusing on criteria for establishing internal systems that meet governmental expectations regarding Medicare compliance, HIPAA anti-fraud regulations and Stark rules. Students will briefly survey the history of managed care and learn about the current managed care landscape. Students will also be introduced to the basic auditing practices and procedural guidelines for billing Medicare. Prerequisite: HP 805 tDPT Foundations.

**HP 836 - Business Planning - 2 credit hours:** This course includes discussions on business planning, including strategic planning, financial management, personnel management, and physical resource management as it relates to the healthcare industry. A focus on the physical therapist as a professional corporation will be included. Prerequisite: HP 805 - tDPT Foundations.

**PT 801 - Neuromuscular Physical Therapy - 3 credit hours:** This course is designed to update the practicing physical therapist in current theory and issues underlying assessment and treatment of the adult patient with neurological injury/disease. Principles of motor control and motor learning will be studied. Normal posture control will also be covered. Current principles, tools, and strategies for assessment and treatment of impairments and functional limitations for individuals with specific neurological diagnoses will be covered, including pathologies of brain injury/disease, spinal cord injury/disease, vestibular pathology, Parkinson's disease, Multiple Sclerosis, Guillain-Barre Syndrome and Post-Polio Syndrome. Prerequisite: HP 805 - tDPT Foundations.

**PT 802 - Musculoskeletal Physical Therapy - 3 credit hours:** This course includes an updated study of normal and abnormal structures and function of the musculoskeletal system and pathological alterations of structure and function including diagnostic tests and measurements. This course discusses changes in treatment philosophy in recent years as well as relevant tests and measures for determining impairment and differentiating the diagnosis based on the specificity and sensitivity of the assessment instrument(s) as related to patients with musculoskeletal disorders. Topics will focus on analyzing and comparing contemporary and traditional interventions and the impact of evolving technology in this area including contemporary and traditional rehabilitation interventions with current medical-surgical management of patients. Prerequisite: HP 805 - tDPT Foundations.

**PT 803 - Cardiovascular and Pulmonary Physical Therapy - 3 credit hours:** This course includes a study of normal and abnormal structures and function of the cardiovascular, pulmonary, and lymphatic systems. Pathological alterations of structure and function including current diagnostic tests and measurements are included. This course discusses relevant tests and measures for determining impairment and differentiating the diagnosis based on the specificity and sensitivity of the assessment instrument(s) as related to patients with cardiovascular and pulmonary disorders. The use of evidence-based physical therapy interventions for cardiovascular and pulmonary conditions is emphasized. Topics will focus on analyzing and comparing contemporary and traditional interventions and the impact of evolving technology in this area. Prerequisite: HP 805 - tDPT Foundations.



**PT 804 - Integumentary Physical Therapy - 2 credit hours:** This course includes a study of normal and abnormal structures and function of the integumentary system and pathological alterations of structure and function including diagnostic tests and measurements. This course discusses the updated philosophy of physical therapy interventions for integumentary conditions. Topics will focus on analyzing and comparing contemporary and traditional interventions and the impact of evolving technology. Prerequisite: HP 805 - tDPT Foundations.

**PT 806 - Pharmacology - 3 credit hours:** This course is a study of basic pharmacological concepts as applied to physical therapy. The major classes of drugs used in common physical therapy practice settings will be covered. The course includes on-line lectures, readings, independent study, and assignments. Prerequisite: HP 805 - tDPT Foundations

**PT 807 - Radiology and Imaging - 3 credit hours:** This course includes the study of the common diagnostic and therapeutic imaging studies such as radiographs, CAT, MRI, and musculoskeletal imaging. Students will become aware of the indications and implications of commonly used diagnostic imaging tests as they pertain to patient/client management. Prerequisite: HP 805 - tDPT Foundations.

**PT 818 - Professional Practice - 3 credit hours:** This course begins with a study of the history of the physical therapy profession and the American Physical Therapy Association. Other topics in this course include: Beyond Vision 2020 and direct access; The Five Roles of The Physical Therapist; Ethics; Education, Licensure, Continuing Competence, Specialization and Expertise; Patient-Centered Care; Cultural Competency; and Social Justice Issues. Prerequisite: HP 805 - tDPT Foundations.

**PT 819 - Differential Diagnosis and Screening for Medical Conditions - 3 credit hours:** This course reviews information related to differential diagnosis of the major body systems including cardiovascular, pulmonary, hematological, gastrointestinal, renal and urinary, hepatic and biliary, endocrine, and immune systems. In addition, the student will be introduced to the concept of differential screening in physical therapy and an in-depth analysis of the interviewing process. This course is taught with the assumption that physical therapists function in an environment of direct access to physical therapy services. HP 805 tDPT Foundations

**PT 825 - Extremity Manual Therapy - 3 credit hours:** This course covers the theory and techniques of manual therapeutics as applied to the upper and lower extremities. This course covers clinical case presentations, theory and use of mobilization techniques, and online lab demonstrations on performing joint mobilization of all the extremity joints. Prerequisite: HP 805 - tDPT Foundations.

**PT 828 - Pediatric Physical Therapy - 3 credit hours:** This course covers the topics of normal and abnormal motor development; clinical assessment, clinical reasoning, and evidence-based practice in pediatrics; medical management of spasticity in children; important factors in lower extremity bracing, assistive technology in pediatrics, adults with developmental disabilities, and fitness issues in children with and without special needs. Common childhood onset conditions will also be covered. Prerequisite: HP 805 - tDPT Foundations.

**PT 830 - Geriatrics - 2 credit hours:** This course discusses relevant tests and measures for determining impairment and differentiating the diagnosis based on the specificity and sensitivity of the assessment instrument(s) as related to patients with geriatric disorders. The use of evidence-based physical therapy interventions for geriatric conditions will be emphasized. Topics will focus on analyzing and comparing contemporary and traditional interventions and the impact of evolving technology in this area. Prerequisite: HP 805 - tDPT Foundations.

**PT 831 - Gender Healthcare in Physical Therapy - 2 credit hours:** The course discusses gender-specific health care issues including care and treatment of pelvic pain, incontinence, female athlete triad, testicular cancer, menopause, osteoporosis, prostate disease, pre and post-partum exercise, breast health and lymphedema. Topics will focus on analyzing and comparing contemporary and traditional interventions and the impact of evolving knowledge in this area. Prerequisite: HP 805 - tDPT Foundations.

## Second year

**HP 808 - Statistics - 3 credit hours:** The statistics introduced in this course are the common descriptive statistics found in the health care literature. This course covers the basic knowledge necessary for understanding and interpreting basic statistics. Basic statistics including central tendency, probability, percentile ranks, confidence intervals, measures of variability, assessing risk, statistical measures of validity, and interpretation of results are covered in this course. Prerequisite: HP 805 - tDPT Foundations

**HP 809 - Quantitative Research Methods & Designs - 3 credit hours:** This course includes discussion on basic quantitative methods and designs, including concepts of reliability and validity, interpretation of inferential statistics related to research designs, correlational statistics & designs, intraclass correlation coefficients, and critical appraisal of the literature. Prerequisite: HP 805 - tDPT Foundations and HP 808 - Statistics.

**HP 812 - Evidence-Based Practice 2 - 3 credit hours:** The skills needed for evidence-based practice are covered in this course to provide practicing physical therapists with key skills to incorporate evidence-based techniques into daily practice. Students will search professional literature, locate articles to address their clinical questions and critically appraise articles examining issues such as the level of evidence, applicability to the clinical question, statistical concerns, bias, and validity. The literature reviews and article analysis will include topics related to screening and diagnostic tests, prognosis, clinical trials, interventions, systematic reviews, meta-analysis and clinical practice guidelines that would be applicable to various physical therapy practice settings. Prerequisite: HP 805 - tDPT Foundations, HP 808 - Statistics, HP 809 - Quantitative Research Methods & Designs and HP 811 - Evidence-Based Practice in Physical Therapy 1

**PT 826 - Spinal Manual Therapy - 3 credit hours:** This course covers the theory and application of evaluation and treatment techniques to spinal conditions. Included in this course will be evaluation and treatment of spinal dysfunctions, spinal manual therapeutics, and spinal stabilization exercises. Prerequisite: HP 805 - tDPT Foundations.

**PT 838 - Capstone Project - 3 credit hours:** The capstone project is an integration of the many course experiences the student has been exposed during their matriculation as a student. The capstone project provides each student with an opportunity to demonstrate his or her knowledge and skills in an Evidence-in-Practice project. The final product for the course is a manuscript, which is scrutinized in the same fashion as a submission of manuscript to a journal. This is the final course taken in our curriculum. Prerequisite: HP 805 - tDPT Foundations, HP 808 - Statistics, HP 809 - Quantitative Research Methods & Designs, HP 811 - Evidence-Based Practice in Physical Therapy 1 and HP 812 - Evidence-Based Practice 2.

## Master of Science in Athletic Training Program

Athletic trainers are healthcare professionals who specialize in the prevention, assessment, treatment and rehabilitation of athletic injuries and illnesses, particularly of an orthopedic and musculoskeletal nature. Post-professional athletic training education prepares individuals for advanced clinical practice, and research and scholarship, in order to enhance the quality of patient care, optimize patient outcomes, and improve population health.

Athletic training is a two-year post-professional residential program culminating in a Master of Science degree in Athletic Training (MS in AT). Didactic coursework in advanced areas of study and clinical education, including funded graduate assistantships, occurs concurrently throughout the two years of the program to enhance student application of obtained knowledge and skills. The post-professional master's degree program in athletic training is designed for state licensed and/or athletic trainers certified by the Board of Certification (BOC), or individuals who have met eligibility requirements to sit for the BOC certification examination prior to matriculation. Courses are designed with an emphasis on academic rigor, clinical practice, and a hands-on research experience. Faculty and staff work closely with students to develop the professional attitudes and clinical problem-solving skills necessary for optimum patient care.

### Length of Program

The Master of Science in Athletic Training program can be completed in two years. The curriculum is comprised of 50 semester credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semester. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee
Class of 2020, year 1	\$20,434.00	\$1,150.00
Class of 2021, year 2	\$20,434.00	\$1,150.00

### Admissions

#### Application Process

Students interested in the Athletic Training (MS) residential program, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm) or call 480.219.6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: MS in AT Program, 5850 E. Still Circle, Mesa, AZ 85206.

A completed application, official transcripts, official GRE scores or other approved assessment scores, letters of recommendation, and a nonrefundable application fee must be submitted to complete the application process for all programs.

## Application Deadline

Applications for the Master of Science in Athletic Training program are accepted on a rolling admissions basis; applicants are encouraged to apply early, prior to March 1. All subsequent applications are considered until class openings are filled.

## Admission Requirements

Applicants for admission to the Master of Science in Athletic Training program must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements
2. Applicants must have achieved a minimum 2.5 cumulative GPA on a 4.0 scale.
3. Candidates accepted for admission to the MS in AT program will have earned a baccalaureate degree in athletic training prior to enrollment.
4. Applicants are required to submit all official college or academic transcripts prior to matriculation.
5. Applicants to the AT program must demonstrate Board of Certification (BOC) certification as an athletic trainer or completion of all eligibility requirements to sit for the BOC certification examination.
6. Applicants are required to submit official GRE scores. Any scores older than three years prior to matriculation year will not be accepted. GRE scores should be postmarked by the March 1 timeline of the application year. The GRE Code for ATSU-ASHS is 3743 (There is no department or program code.).
7. Applicants must secure references from: 1) a present or former faculty member, academic adviser, or employer with some relevance to the student's career as an athletic trainer, and 2) a healthcare professional. Letters from an educational consulting service will not qualify. Letters of reference must be submitted for each application year.
8. Applicants must submit two copies of personal resume. Guidelines are offered in the application instructions.
9. Students must obtain and maintain CPR certification. Verification must be submitted to ATSU-ASHS prior to enrollment.
10. Applicants who wish to be considered for more than one program must submit a separate application and fee, official GRE scores, transcripts, and references for each health sciences program. Acceptance to ATSU-ASHS is to a specific program and is not transferable to any other program. Application materials are not transferable from one application year to another.
11. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University. See the ATSU-ASHS English Proficiency section for more details.
12. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Graduation Requirements

To earn a Master's of Science in Athletic Training degree, all students must:

1. Maintain a minimum overall GPA of 2.75\*

2. Complete with a passing grade ("C" or better) all prescribed courses and clinical rotations
3. Obtain final thesis approval documenting completion of all thesis requirements
4. Discharge all financial obligations to ATSU-ASHS

\*The U.S. Department of Education requires that all students receiving federal financial assistance must meet and maintain satisfactory academic progress, which is defined as minimum GPA of a 2.0 on a 4.0 scale. However, the MS in AT student is advised that the residential Athletic Training program degree completion requirements presented above include a GPA standard that is more rigorous. Failure to maintain the minimum AT Program GPA of 2.75 will constitute a violation of program Standards of Academic Performance.

## Curriculum

Upon completion of the ATSU Post-Professional Athletic Training Program, students' will be able to achieve the following outcomes:

1. Demonstrate safe and effective clinical decision-making in athletic training practice in a manner that integrates quality improvement, evidence-based practice, and patient-oriented outcomes.
2. Demonstrate advanced knowledge and clinical practice skills in the examination, diagnosis, and management of sport related injuries and illnesses.
3. Demonstrate advanced clinical practice, integrating effective communication, knowledge, skills, and clinical reasoning, professionalism, and self-reflection in daily practice.
4. Demonstrate foundational knowledge of human anatomy.
5. Demonstrate knowledge and skills for designing, conducting, analyzing, and disseminating athletic training research.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First Year: Fall Semester

**ASHS 6100 - Human Anatomy I - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the head, neck, back, thorax and abdomen. Prerequisites: None

**ASHS 6200 - Human Anatomy II - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the pelvis, perineum, lower extremity and upper extremity.

**ATRN 5101 - Advanced Clinical Practice I: Sudden Death in Sport - 1 credit hour:** This course is designed to enhance the athletic trainer's knowledge, skills, and practice in development and implementation of evidence based emergency care plans. Current Position and Consensus Statements on Emergency Planning, Sudden Death in Sports,

Exertional Heat Stroke, Care of the Spine Injured Athlete, Lightning Safety in Athletics, and others will be reviewed and critically discussed. None

**ATRN 5201 - Advanced Clinical Practice II: Health Information Technology - 1 credit hour:** An understanding and the use of health information technology has been identified as an important competency for all modern healthcare professionals. The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, tools, and systems of health information technology. Topics include the use of healthcare informatics, electronic records, and emerging technologies to enhance patient care, and ethical and legal considerations related to the use of health information technology. Emphasis will be placed on collaborative learning and integration of health information technology principles into the student's daily clinical practice. None

**ATRN 7111 - Quality Improvement and Patient Safety - 3 credit hours:** Quality improvement is the consistent, combined effort of many to make changes in healthcare that will improve patient outcomes, system performance, and professional development. An overview of the history of quality improvement in healthcare will be provided to provide a global understanding of the value of quality improvement to the advancement of patient care. Additionally, the Model of Improvement will serve as the theoretical foundation for the course. Topics will include creating and managing interprofessional teams, identifying quality improvement issues, process literacy, data collection for continuous improvement, and implementing system changes. During the course, students will also be introduced to common tools used in quality improvement projects, such as process diagrams, cause-and-effect diagrams, run charts, and plan-do-study-act cycles. Achievement of course learning objectives will occur through readings, multi-media presentations, discussions, presentations, exams/quizzes, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section. None

**ATRN 7121 - Evidence-Based Practice - 3 credit hours:** This course is designed to enable the athletic trainer's clinical decision-making process in a manner that integrates clinical experience, patient values, and the best available evidence. It is also intended to build on entry-level evidence-based practice courses with the use of informatics and technology to access the medical literature. The course will cover advanced topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching the literature, critical appraisal, integration and evaluation of the evidence, grading levels of evidence and strength of recommendations, patient values, and statistical terminology related to EBP. Course objectives will be achieved through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section. None

**ATRN 7131 - Patient-Oriented Outcomes - 3 credit hours:** Patient-oriented outcomes is designed to enhance the Athletic Training clinician's ability to employ clinician-based and patient-based clinical outcome measures for the determination of effective athletic training services through the practice of providing patient-centered whole person healthcare. Discussion of disablement models and outcomes research as the foundations to evidence-based practice will be provided. The use of disablement models as a framework for whole person healthcare and the evaluation of health-related quality of life will be presented. This course builds upon the basic components of clinical outcomes assessment by providing advanced content related to clinician- and patient-oriented outcomes. Instruction on the selection, implementation, and use of single- and multi-item, general and specific patient-rated outcomes instruments will be given. Details regarding the concepts of measurement properties, including assessment of measurement change, will be provided. Emphasis will also be placed on using patient-rated outcome measures to assist clinical decision-making. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in

Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section. None

### **First Year: Spring Semester**

**ASHS 6300 - Research Methods and Design - 3 credit hours:** This course will focus on the development and application of graduate level knowledge and skills related to research methods in the health sciences. Skills regarding the development of a research proposal, including the identification of a problem, conducting a literature review, developing a hypothesis, designing a study and submitting an Institutional Review Board application are integral components of this course.

**ASHS 6400 - Methods of Data Analysis - 3 credit hours:** Development and application of graduate level knowledge and skills regarding methodologies and statistics appropriate in descriptive and experimental research. Statistical software programs will be utilized to enhance student understanding and application of course material.

**ATRN 5301 - Advanced Clinical Practice III: Patient-Centered Care - 1 credit hour:** This course is designed to introduce and explore the concepts of patient-centeredness and whole person healthcare as foundational to athletic training patient management. The idea that individual patient values, preferences, and needs are central to providing patient-centered, whole person healthcare is highlighted. Principles of patient centered care will be explored within the context of ethical practice, counseling, goal setting, and clinical outcomes assessment. Emphasis will be placed on collaborative learning and integration of patient centered care principles into the student's daily clinical practice. None

**ATRN 5310 - Traumatic Brain Injury in Sport - 3 credit hours:** This course is designed to provide an in depth examination of current issues related to the recognition, assessment, and management of sport-related traumatic brain injuries. The course will cover topics related to brain anatomy and physiology, differential diagnosis of emergent neurological injuries, assessment techniques, return-to-play issues, return-to-learn, treatment options, and medico-legal issues. Course objectives will be achieved through lectures, discussions, and individual and group assignments. None

**ATRN 5400 - Research Practicum I - 3 credit hours:** This course is designed improve the students' critical thinking skills and proficiency in research and/or creative activities. The course is intended to meet the criteria outlined by the Post-Professional Education Committee and fulfill the requirements of a research experience that includes both a written and hands-on component. The course is designed to deepen students' "theoretical understanding of the profession, enhance their critical thinking ability, increase their writing & speaking skills, and advance the knowledge of the discipline" (PPEC Standards). Course objectives will be achieved through colloquia meetings, online lectures, discussion boards, presentations, and written assignments. None

**ATRN 5401 - Advanced Clinical Practice IV: Throwing Injuries - 1 credit hour:** This course is designed to enhance the athletic trainers' knowledge and awareness of musculoskeletal injuries in the overhead-throwing athlete. Following this course, the athletic trainer will be able to describe the kinetics and kinematics of overhead throwing, discuss the epidemiology of throwing injuries, describe the major theories of throwing shoulder dysfunction, implement injury prevention programs for throwers, and diagnose and treat common musculoskeletal injuries in the overhead-throwing athlete. None

### **Second Year: Fall Semester**

**ATRN 6101 - Advanced Clinical Practice V: Functional Movement Screening - 1 credit hour:** This course will explore the use of various functional performance tests for determination of functional status and performance ability.

Focus will be on integration of basic science knowledge (anatomy, kinesiology, neuroanatomy) and evidence based practice in evaluating appropriate functional assessment tools. Primary emphasis will be placed on exploring the clinical utility and application of the Functional Movement Screen, Selective Functional Movement Assessment, and other functional movement tests. None

**ATRN 6201 - Advanced Clinical Practice VI: Manual Therapy Techniques - 1 credit hour:** This course is designed to enhance the athletic trainer's skills and knowledge in orthopedic manual therapy techniques. Emphasis will be placed on integration of current literature and evidence based practice concepts, as well as utilizing a patient response and function-based model. Application of manual therapy techniques including proprioceptive neuromuscular facilitation, positional release therapy, joint mobilization, and neural mobilization techniques will be presented. None

**ATRN 6310 - Diagnosis of Orthopaedic and Sport-Related Injury - 5 credit hours:** This course is designed to provide the athletic trainer with advanced knowledge and clinical skills in the pathology, examination, and diagnosis of orthopaedic and sport-related injuries to the upper and lower extremities, the back, and spine. Content is presented with an emphasis on integrating evidence-based practice principles to enhance the student's clinical decision-making skills in injury evaluation and diagnosis None

**ATRN 6330 - Foundations of Tissue Healing - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to plan and implement a comprehensive sports injury rehabilitation program based on the sequential biological events of connective tissue healing. Orthopaedic basic science concepts involved in clinical assessment, establishment of therapeutic objectives, and selection of therapeutic agents will be addressed. The histology, morphology, and biomechanics of soft connective tissues, muscle, articular cartilage, and peripheral nerves will be presented. Subsequently, the basic science of tissue healing following injury will be covered. Special focus is placed on the relationships between tissue healing physiology and selection of appropriate therapeutic interventions. Current topics in soft tissue healing and rehabilitation, including pharmacologic interventions, graft ligamentization, and biologic treatment techniques will be discussed. This course provides the orthopaedic basic science foundation for use in daily clinical practice and in future courses.

## Second Year: Spring Semester

**ATRN 6301 - Advanced Clinical Practice VII: Soft Tissue Rehabilitation Techniques - 1 credit hour:** This course will introduce the athletic trainer to current concepts of soft tissue mobilization and their use in the treatment of commonly encountered orthopedic injuries. Basic histology, morphology, and biomechanics of soft connective tissue and muscle will be presented. Emphasis will be placed on enhancing the student's understanding of the physiologic responses of soft tissues to orthopedic injury, immobilization, and repetitive stress, and the use of soft tissue mobilization to restore normal tissue structure and function. Indications, contraindications, and rationales for soft tissue mobilization during acute treatment and rehabilitation will be covered. Basic application techniques of instrument assisted soft tissue mobilization (IASTM), vacuum therapy, and systemic dry needling will be presented for the spine, upper, and lower extremities. Integration of knowledge will be recorded through weekly discussions, reflections, reports, assignments, projects, readings, and/or class meetings. None

**ATRN 6400 - Research Practicum II - 3 credit hours:** This course is designed improve the students' critical thinking skills and proficiency in research and/or creative activities. The course is intended to meet the criteria outlined by the Post-Professional Education Committee and fulfill the requirements of a research experience that includes both a written and hands-on component. The course is designed to deepen students' "theoretical understanding of the profession, enhance their critical thinking ability, increase their writing & speaking skills, and advance the knowledge



of the discipline" (CAATE Standards). Course objectives will be achieved through narrated online lectures, discussion boards, presentations, and written assignments. None

**ATRN 6401 - Advanced Clinical Practice VIII: Professional Development - 3 credit hours:** This course is designed to enhance the athletic trainers knowledge and skills related to professionalism. Focus is placed on increasing the awareness of professional responsibilities and development of skills related to leadership, conflict resolution, professional service, and interpersonal skills. Current trends in athletic training employment, continuing education, networking, and organizational involvement will be presented. None

## Master of Science in Occupational Therapy Program - residential

An entry-level, residential master's program for individuals wishing to become occupational therapists. The mission of the program is to prepare high quality practitioners to meet patient needs in changing healthcare delivery settings. The program is 27 months in length and provides a strong foundation of critical inquiry applied to practice, education, and administration of healthcare.

### Length of Program

The Master of Science in Occupational Therapy program is a 27-month, full-time program of study offered in a residential format, culminating in the Master of Science in Occupational Therapy degree (MSOT). The Master of Science in Occupational Therapy program is 85 credit hours.

### Philosophy of the Occupational Therapy Program

The philosophy of the Occupational Therapy program is based on the belief that humans are occupational beings who are shaped and influenced by many factors. These factors include, and are not limited, to person factors such as the genetic makeup, and environmental factors such as culture, social organization and systems, life experiences across the lifespan. It is believed that occupation, observed in countless forms, provides a basis for engagement with the world.

The philosophical base of the profession rests on the belief in occupations as a health determinant; engagement in occupations is necessary and meaningful occupations benefit all people and populations, and impact the ability to achieve health and well-being. Occupations occur across the lifespan and are influenced and impacted by many contextual factors. The occupational therapy profession values occupations as a therapeutic means and end to facilitate function, health, and quality of life (AOTA, 2011).

The program adheres to the belief that students are active learners who acquire knowledge best when they are able to integrate theoretical and didactic content through experiential learning activities, in the classroom, clinic and community. Learning is accomplished when instructors are facilitators for students, who work together in communities of learning and practice, to engage in ongoing discourse to understand, analyze, critically evaluate, and apply information. The program faculty believes that students need a thorough grounding in foundational knowledge and skills; these foundational competencies serve to scaffold more complex information. Complete mastery of foundational concepts is not required before higher-level skills and learning can be introduced in an integrated manner as students learn to build on simple concepts, integrate concepts, and apply them to practice.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semester. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee
Class of 2023, year 1	\$34,604.00	\$1,150.00
Class of 2022, year 2	\$34,604.00	\$1,150.00
Class of 2021, year 2	\$8,360.00	\$350.00

## Admissions

### Application Process

Applications to the residential entry-level Master of Science in Occupational Therapy program are processed through the Occupational Therapist Centralized Application Service (OTCAS). Applications may be obtained through OTCAS at [www.otcas.org](http://www.otcas.org). Questions regarding the OTCAS account may be directed to OTCAS at 617.612.2860 or by email at [otcasinfo@otcas.org](mailto:otcasinfo@otcas.org). All other questions should be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

### Application Deadline

Applications for the Occupational Therapy Entry-Level Program are processed on a rolling admissions basis, but applicants are encouraged to apply early. Point of entry into the program is only once each academic year with classes beginning in mid-July.

### Admission Requirements

Candidates accepted for admission will have earned a baccalaureate degree from an U.S. regionally accredited institution prior to matriculation.

Applicants must have achieved a minimum 2.75 cumulative GPA, and a 2.75 science GPA (on a 4.00 scale). Applications will not be considered unless both the cumulative and the science GPA scores meet the stated minimum requirements. Additionally, the ATSU Admissions department does not recalculate GPA.

Applicants are required to submit all official college or academic transcripts.

Applicants are required to obtain a minimum of 20 contact/observation hours in the occupational therapy field. More than one setting is recommended.

Applicants must secure three (3) letters of reference. One of these letters must be written by: a present or former faculty member, academic advisor, or employer. One reference letter should come from a professional from the occupational therapy field or another clinical supervisor. The final letter can come from a reference of your choice, but may not be from a friend or family member. Letters from an educational consulting service will not be accepted. New letters of reference must be submitted for each application year.

Applicants who are considered potential candidates will be invited to participate in an applicant interview process.

Applicants must complete all prerequisite courses by the end of the academic term prior to matriculation at ATSU.

Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class.

Students must obtain and maintain Health Care Provider level of CPR certification from either the American Heart Association or the American Red Cross. Verification must be submitted to the Occupational Therapy department prior to enrollment.

Applicants are required to submit to a criminal background check at their own expense. Applicants need to be aware that having a felony conviction might impact a graduate's future ability to sit for the National Board for Certification in Occupational Therapy Exam and/or ability to obtain state licensure to practice.

All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University. You can find information on the methods by which you can demonstrate your English Proficiency in the General Admissions section. International Admissions Requirements

Applicants who wish to be considered for more than one ATSU-ASHS program, including both Occupational Therapy programs, MSOT and OTD-entry level (and including Physical Therapy, Physician Assistant, Audiology), must submit separate application fees, transcripts and references. Acceptance to ATSU-ASHS is to a specific program and is not transferable to any other program. Application materials are not transferable from one application year to another.

Applications for the Master of Science in Occupational Therapy-entry level program are processed on a rolling admissions basis, which means that seats are offered to qualified applicants beginning in October and ending when all seats are filled. For that reason, applicants are encouraged to apply early as seats fill quickly. Point of entry into the program is only once each academic year with classes beginning in mid-July.

### Prerequisite Courses

- Human Anatomy: one course with lab, minimum of 4 semester/6 quarter hours
- Human Physiology: one course with lab, minimum of 4 semester/6 quarter hours (Note: Human Anatomy/Physiology I and II may be substituted for the above courses)
- Science: In addition to numbers one and two above, one course for a minimum 3 semester/4 quarter hours from one of the following: Biology, Chemistry, or Physics
- Statistics: one course for a minimum 3 semester/4 quarter hours. Course must be behavioral, education, psychological or mathematical statistics. Business statistics does not fulfill this requirement
- Lifespan Human Development: This requirement can be met by having one course, for a minimum 3 semester/4 quarter hours that covers human development from birth through gerontology. It can also be met by having a child development or child psychology course, for a minimum 3 semester/4 quarter hours, in addition to a gerontology or psychology of aging course, for a minimum 3 semester/4 quarter hours
- Introduction or General Psychology; one course for a minimum 3 semester/4 quarter hours
- Abnormal Psychology: one course for a minimum 3 semester/4 quarter hours
- Introduction to Sociology OR Cultural Anthropology: One course either in Introduction to Sociology, Introduction to Anthropology or Cultural Anthropology for a minimum 3 semester/4 quarter hours
- English: Two courses of composition, grammar/literature, for a minimum 6 semester/8 quarter hours
- Humanities: Two courses (e.g., philosophy, religion, literature, fine arts, logic, ethics, or foreign language), for a minimum 6 semester/8 quarter hours
- Medical Terminology: one course for a minimum 1 semester hour/1 quarter hour.

### Graduation Requirements

To earn a Master of Science in Occupational Therapy degree, all students in the residential program must:

- Complete with a passing grade of all didactic coursework and maintaining a minimum cumulative GPA of 2.50.
- Complete a minimum of 6 hours of volunteer work per semester for the first three semesters of your curriculum (total = 18 hours)
- Complete with a passing score of all Level II fieldwork, within 24 months of completion of didactic coursework.
- Discharge all financial obligations to ATSU.

- Participate in the NBCOT certification exam workshop.
- Attend commencement activities and graduation.

## Accreditation

The MSOT program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929, ACOTE's telephone number, c/o AOTA is 301.652.2682. ACOTE website: [www.acoteonline.org](http://www.acoteonline.org)

Graduates of the program will be eligible to sit for the national certification examination for occupational therapists administered by the National Board for Certification in Occupational Therapy (NBCOT) following the completion of their academic coursework and fieldwork experiences. NBCOT is located at One Bank Street, Suite 300, Gaithersburg, MD 20878, phone: 301.990.7979, fax: 301.869.8492, web [www.nbcot.org](http://www.nbcot.org). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). All states within the United States require licensure in order to practice occupational therapy. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

## MSOT Program Goals and Outcomes

Graduates from the MSOT program will be able to:

1. Demonstrate the ability to determine the unique needs of a wide variety of clients, to include individuals, small groups of individuals as well as larger groups of people.
  - a. Approach occupational therapy practice from a holistic viewpoint, incorporating all aspects of the individual's or group's life and culture.
  - b. Incorporate the therapeutic use of self through collaboration with others.
2. Demonstrate the ability provide meaningful occupational therapy services for all clients, recognizing the necessary assessments, tools, interventions and outcomes are dependent on the client, who can be an individual, a small community, or a larger group of people.
3. Identify and demonstrate elements of health and wellness in their own lives, serving as a model for others.
4. Facilitate interventions, activities and programming to promote health and well-being for all clients.
  - a. Select appropriate evaluation processes and tools for assessing function based on occupational therapy frames of reference and models of practice.
  - b. Develop and implement appropriate occupational therapy treatment plans and interventions that reflect client needs including cultural, socioeconomic, age, gender and lifestyle factors.
  - c. Modify and revise treatment goals and interventions based on the client's progress.
  - d. Develop and implement programming that facilitates responsibility for personal health and life.
5. Understand health disparities and the cultural influences on health and recovery.
6. Engage in interventions, activities and programming to serve the underserved.
7. Understand the Occupational Therapy Code of Ethics, and will demonstrate moral responsibility and ethical practice during their professional training.
  - a. Demonstrate critical thinking, problem solving, and decision-making that reflect ethical occupational therapy practice.
8. Demonstrate a commitment to their profession, by participating in professional organization activities and/or scholarship opportunities.
9. Communicate the value of occupations, helping all clients to identify the meaningful activities that promote engagement in life.

- a. Articulate and demonstrate the role and value of occupational therapy to the public and other health care professionals.
10. Utilize occupations, in many forms, as a means to achieve health and wellness for all clients.
11. Demonstrate entry-level skills needed for management and administration of occupational therapy services, including leadership, advocacy, marketing, and consultation.
12. Apply accepted principles of scientific inquiry, evidence based practice, and research design to support occupational therapy theory, enhance practice, and meet the challenges of changing health care delivery systems.

### Academic Progression Transfer Policy: MSOT Program to OTD Program

**Background:** The OT program at ATSU has two distinct entry-level occupational therapy degree programs – OTD and MSOT. Each student is admitted and matriculates into one of the two programs. Curriculum between the two programs is the same for first year of coursework. However, after the first year is completed, the curriculum becomes distinct between the OTD and MSOT programs. The transfer process is conceived as a continuum of academic progression. Students' request for transfer is constrained by the time of request and their matriculated degree program.

**Eligibility:** Students in good academic standing during the first year are eligible to request transfer from MSOT to the OTD program. The student must not have failed any course in the first year, have a minimum GPA of 3.0, and have demonstrated ability and professionalism in handling the rigor and demands of the program. The transfer GPA will be the average of GPA at the time of admission to the program and the first year GPA.

**Timeline:** Students may request a one-time transfer from the MSOT program to the OTD program. Such transfers must take place within one year of matriculation into the ATSU occupational therapy program. Students who want to transfer from the MSOT program to the OTD program must request the transfer in the spring semester of the first year (minimum 4 weeks before end of term) in order for the department to complete the required steps of the transfer process including appropriate paperwork with enrollment services prior to the first day of the fall semester of the student's second year. Once the first day of the fall semester of the student's second year begins, the student is no longer eligible to request a transfer.

**Transfer request process:** The student requesting the transfer must generate a written statement explaining why he or she is requesting the transfer to the OTD program. He or she will then submit the statement to the program chair for approval. Once the chair receives the request, the chair will meet with the student requesting the transfer to discuss their academic plan and ensure that the student understands the expectations of the OTD degree and is making an informed choice. The chair will then present this request to the OT faculty who, as the Academic Review Board, will determine the suitability of the student for the OTD program. Submission of a request for transfer is not guaranteed approval.

In cases of extenuating circumstances, regardless of the degree program the student has matriculated into, i.e., MSOT or OTD, the University's academic and absence policies will apply.

### Course Courses: Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

\*All level II fieldwork must be completed within 24-months following completion of academic course work. Fieldwork placements will be scheduled at facilities throughout the United States. Students will be scheduled for a variety of experiences that reflect various age groups, diagnostic categories, and service delivery models

## First Year Fall Semester

**ASHS 6100 - Human Anatomy I - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the head, neck, back, thorax and abdomen. Prerequisites: None

**ASHS 6200 - Human Anatomy II - 4 credit hours:** This blended lecture and lab course is designed to prepare health professions students with appropriate knowledge of the structure, function, and clinical application of human anatomy. Prosected human cadaver laboratory is a required and essential component of the course. Following this course, students should be able to identify and discuss the clinical correlation of specific structures of the pelvis, perineum, lower extremity and upper extremity.

**OCTH 5120 - Pathophysiology - 3 credit hours:** This course will discuss the etiology, pathogenesis, and disease manifestation in body structures/body functions with emphasis on the signs and symptoms of disease and their subsequent impairments. Conditions typically seen by occupational therapists will be discussed to form connections between impairment, activity limitations, occupational and performance issues.

**OCTH 5125 - Conditions Impacting Occupational Performance - 2 credit hours:** This course will address common medical conditions, across the life span, that occupational therapists encounter in practice. Students will learn about the changes to body structure and body function associated with orthopedic and neurological conditions and to apply the OT practice framework to analyze the impact of these conditions on daily occupations.

**OCTH 5210 - Foundations I: History & Philosophy of Occupational Therapy - 2 credit hours:** This course examines the historical development of occupational therapy as a health profession. The philosophical, social, political and economic influences, the rise of American medicine, and the paradigm of rehabilitation, in particular, will be examined.

**OCTH 5220 - Foundations II: Occupation Based Activity Analysis & Synthesis - 2 credit hours:** This course will introduce students to activity analysis for the therapeutic use of everyday occupation in health development, healing, recovery and enhancing quality of life. Historical and contemporary use of creative activities will be discussed. Students will experience and gain insight into the person factors (physical, affective, and cognitive) and contextual demands of various tasks, activities, and occupations.

**OCTH 5310 - Fundamentals of Service Provision: Across the Continua of Care - 3 credit hours:** This course takes a health development and life course perspective to address occupational transitions and disruptions. The occupational therapy practice contexts will span from neonatal care, school, and work to aging-in-place and end of life and hospice care. Students will learn the impact of occupational loss and gains on health, well-being, and quality of life. The fundamental role of context to access and opportunities for occupational engagement and occupational therapy services will be addressed.

**OCTH 5410 - Professional Development I: Professionalism - 2 credit hours:** This course will focus on bridging theoretical concepts and practice in working with individuals in their everyday contexts. Students will learn the basics of clinical reasoning; critically examine client-centered practice and ethical decision making, cultural humility, and the therapeutic use of self in the creation of the reflective practitioner.

## First Year Spring Semester

**OCTH 5130 - Neuroscience: Foundations for Human Behavior - 4 credit hours:** This course introduces students to the development, structure, and function of the central and peripheral nervous systems. A systems approach will be used to describe neuroscience as a basis of human behavior. Implications of neurological dysfunction to performance of daily occupations will demonstrate relevance to practice. This course will adopt a case-based approach to analyze neurological conditions commonly encountered in rehabilitation. Requisite: ASHS 6100.

**OCTH 5140 - Analysis of Human Movement - 4 credit hours:** Students will understand theoretical concepts and principles of kinesiology and biomechanics as it relates to occupational performance. Relevant clinical conditions will be used to apply biomechanical concepts to disorder of movement in osteoarthritis, spinal cord injury, hip fracture, connective tissue injury, peripheral nerve injury, and work related musculoskeletal injury. Requisite: ASHS 6200.

**OCTH 5230 - Foundations III: Evidence Based Practice - 3 credit hours:** This course is designed to enable the occupational therapy clinical decision-making process from the evidence-based practice perspective. The course will cover topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching literature, critical appraisal, integration and evaluation of evidence, grading levels of evidence and strength of recommendations, and statistical terminology related to EBP.

**OCTH 5320 - Basic Patient Care Skills - 2 credit hours:** This course will include the performance of basic patient care skills required by rehabilitation personnel. Course includes blood borne pathogens, universal safety precautions, vital signs, positioning, draping, transfers, lifting, an introduction to sterile procedure and isolation techniques, wheelchair handling, ambulation with assistive devices, environmental barriers, and basic patient care equipment. Professional issues of documentation and role differentiations are also introduced.

**OCTH 5520 - Practice Immersion I: Mental Health & Psychosocial Practice - 6 credit hours:** The overall purpose of this course is to prepare the student to assess and provide occupation-based interventions that address the psychosocial needs of clients across the lifespan. Students will be able to design and deliver occupational therapy services based upon appropriate theoretical models and frames of reference that can be used across a variety of systems and settings, including but not limited to behavioral health/psychiatric, community and education based settings. Students will develop an understanding of group dynamics, phases of group development, group roles, conflict resolution, problem solving, and therapeutic groups are discussed. Students will develop intervention group protocols typically used in mental health, lead groups, and process the outcomes.

**OCTH 5710 - Fieldwork Level I A - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

## Second Year Fall Semester

**MSOT 6810 - Evidence Based Practitioner I - 2 credit hours:** Students will identify a specific practice question and search for evidence both within and outside of the profession. In this course, evidence collection from systematic database search and identifying articles that meet the inclusion criteria is the outcome of the course.

**OCTH 5720 - Fieldwork Level I B - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable



working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

**OCTH 5730 - Fieldwork Level I C - 1 credit hour:** Each Level I Fieldwork is a one-week full-time experience. The purpose of the Level I Fieldwork experiences are to expose students to experiences so that they get comfortable working with clients in a variety of settings, apply and enhance their didactic learning through observation and participation in some aspects of the occupational therapy process.

**MSOT 6420 - Professional Development II: Health Promotion and Prevention - 2 credit hours:** This course is designed to stimulate critical thinking about occupation as a health determinant, and its relationship to well-being, participation, and social inclusion. The relevance of contextual factors and social determinants of health on occupational access and opportunities will be the central theme of this course. Concepts of social justice, occupational justice, and health justice will be the key constructs introduced in this course.

**OCTH 6530 - Practice Immersion II: Children & Youth - 6 credit hours:** The course will introduce students to aspects of the occupational therapy process in a variety of pediatric settings with special attention to family-centered care and collaborations with other professionals. Typical and atypical development will be discussed within the context of community, family, and school environments. Students will explore occupational therapy process with children and youth, relevant theories, models and frames of reference, and learn evidence-based practice and clinical guidelines. This practice course will help students with client-centered, evidence-based, and ethical decision making with children and youth. OCTH5310, OCTH5140

**OCTH 6540 - Practice Immersion III: Adult Physical Rehabilitation - 6 credit hours:** This course will introduce students to the occupational therapy process for adults with physical dysfunction who experience difficulties with everyday occupations. Students will be prepared as generalists in physical rehabilitation for adults with different conditions, in a variety of current practice settings [e.g. hospital (acute, sub-acute), community (outpatient, home and long-term care)], and service delivery models. Students will learn relevant evidence-supported theoretical perspectives, models and frames of references, evidence-based practice literature, and clinical guidelines in physical rehabilitation. This practice course will help students with client-centered, evidence-based, and ethical decision making with adults. OCTH5130, OCTH5140, OCTH5220, OCTH5320

**OCTH 6550 - Modalities - 2 credit hours:** This course provides instruction on preparatory therapeutic interventions for occupational engagement. Course content will include the instruction, application and assessment of the use of physical agent modalities, splinting, and taping techniques. Indications and contraindications will be discussed for each technique or modality presented. Reimbursement and documentation for use of modalities will be discussed.

## Second Year Spring Semester

**MSOT 6430 - Professional Development III: Administration & Management - 3 credit hours:** This class focuses on the principles of organization and management in the health care system today. Administration and management in occupational therapy across practice settings with focus on an overview of payment systems, departmental organization, marketing, supervision, quality improvement and program evaluation. Models covered include nonprofit, proprietary, entrepreneurial, and corporate facilities. Systems of managed care and changes in health care delivery are examined.

**MSOT 6440 - Professional Development IV: Health Education - 2 credit hours:** This course focuses on the purpose, goals and benefits of client education using a client-centered approach. Relevant teaching and learning theories will be introduced and applied to practice. Students will examine fully the major components of the teaching process as well as issues related to improving adherence, motivation and health behaviors of the learner. Students examine multiple issues and testing related to literacy skills including the use of technology to enhance client education.

**MSOT 6560 - Maintaining Health & Wellbeing: Chronic Disease Management - 3 credit hours:** Students will learn how as occupational therapists they can enhance the quality of life for those who experience age-related changes and/or chronic disease conditions. Students will examine topics within public health and epidemiology and expand their knowledge of the OT's capacity to prevent disability and activity limitations and to promote health, participation, and social inclusion.

**MSOT 6820 - Evidence Based Practitioner II - 2 credit hours:** Students will effectively analyze and synthesize professional literature to answer specific focused question(s) in a practice area. They will then identify how they can translate evidence to practice.

**OCTH 6740 - Fieldwork Level II A - 6 credit hours:** Each Level II Fieldwork is 12 weeks of full-time work under the supervision of a full-time OT Fieldwork educator.

**OCTH 7460 - Practice Competency: Certification Exam Prep Course - 1 credit hour:** Students will attend a two-day course that will provide information, learning activities, practice questions, and study strategies to use in preparation for taking the National Board for Certification in Occupational Therapy. This course is a programmatic requirement to establish competency for entry-level practice prior to graduation.

### Third Year Fall Semester

**OCTH 7750 - Fieldwork Level II B - 6 credit hours:** Each Level II Fieldwork is 12 weeks of full-time work under the supervision of a full-time OT Fieldwork educator.

### Optional Certificate in Public Health (additional curriculum for MSOT students)

All MSOT students will have the option to obtain the Certificate in Public Health through the College of Graduate Health Studies at A.T. Still University unless a Master's in Public Health has been previously awarded. The additional courses for the certificate are not included in the MSOT tuition fee.

**PUBH 5000 - Introduction to Public Health Concepts - 3 credit hours:** This course is a comprehensive introduction to public health within the context of the U.S. healthcare system. Contents include the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, the role and mission of public health organizations, and an overview of current public health concepts, models, and policy.

**PUBH 6100 - Identifying Community Health Needs - 3 credit hours:** Needs and capacity assessment strategies are designed for people planning to practice within the fields of public health, health promotion, or health education. Students take an in-depth look at individual, group, and self-directed assessment strategies. This course gives students an opportunity to practice learned skills, decipher what assessments are best for a given situation, and learn how to implement their new skills within their professional environments.

**PUBH 6500 - Public Health Systems Policy and Management - 3 credit hours:** This is a survey course providing an overview of the policy process as applied to health. Similarly, it provides introductory content dealing with how public health and other health organizations are organized and managed.

**PUBH 7500 - Development of Community-Based Programs - 3 credit hours:** This course looks at various community-based programs and how best to develop, implement, and evaluate these programs as well as financing these programs.

## Master of Science in [Advanced] Physician Assistant Studies Program - online

A.T. Still University's (ATSU) Advanced Physician Assistant (APA) program offers the most direct path to APA credentials—even without a Bachelor's degree (additional admission requirements apply). Practicing Physician Assistants can begin immediately to pursue a Master of Science in Advanced Physician Assistant Studies from ATSU's Arizona School of Health Sciences (ASHS).

ATSU's Master of Science in Advanced Physician Assistant Studies online is a post-professional program that offers concentrations in either Clinical Medicine or Education/Leadership, with flexibility for working professionals.

This program is available only for licensed Physician Assistants.

### Length of Program

The graduate physician assistant may take one or two years to complete the program of 40 credits.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming quarter. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition is \$461.00 per credit hour.

### Admissions

#### Application Process

Applicants will need to create an account at <https://apply.atsu.edu> for access to the online application. Instructions are included on how to complete the application and provide us with all required documentation. If you have any questions regarding the online application, please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu). The last admission cycle for the Advanced Physician Assistant Program will end in March of 2020.

#### Application Deadline

Students are accepted into the Advanced Physician Assistant Studies program each quarter. Application deadlines are eight weeks prior to the start of each quarter.

#### Admission Requirements

Applicants for admission to the online Advanced Physician Assistant Program must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ASHS general admission requirements
2. Applicants must have earned a minimum overall GPA of 2.50 on a 4.0 scale and minimum PA program GPA 2.5 on a 4.0 scale.
3. Applicants will have earned a Bachelor's Degree in Physician Assistant studies from an Accreditation Review Commission on Education for the Physician Assistant (ARC - PA) accredited physician assistant program (or

any of its antecedent organizations grandfathered into the profession prior to 1984), or an earned Associate or Certificate in Physician Assistant studies to be eligible for the non-bachelor equivalency option. (Please contact an Enrollment Counselor at 877.469.2878 for more information about the non-bachelor PA equivalency option).

4. Applicants must submit official transcripts from all schools where a **degree was conferred**.
5. Applicants will submit a curriculum vitae or detailed personal resume.
6. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
7. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  1. See the Minimum Technology Specifications under the General Admission Requirements section.

## Graduation Requirements

To earn a Master's of Science in Physician Assistant Studies online, all students must:

1. Complete all prescribed didactic and clinical courses
2. Pass all courses with a minimum grade of 'C' and all comprehensive exams when applicable
3. Discharge all financial obligations to ATSU
4. Submit an RSVP for the appropriate Commencement ceremony (found on the graduation website)
5. Ensure that the mailing address in CampusNexus Student Portal is current. This is the address where the diploma will be mailed.
6. Attending commencement is not required but highly recommended.

## Curriculum

Courses offered in the Clinical Medicine concentration of the Advanced Physician Assistant degree program are designed to broaden the clinical knowledge and skill level of practicing physician assistants. In addition to the didactic course work, which may be completed 100 percent online, the Clinical Medicine concentration requires 400 hours of direct patient care. The physician assistant degree student may complete this at their place of employment.

Classes are concentrated, with students dedicating 10-15 hours of work per week, and the Advanced Physician Assistant degree program begins every quarter. This concentrated focus challenges students to meet the rigors of the comprehensive curriculum.

The Education/Leadership concentration of the Advanced Physician Assistant degree is designed for the physician assistant who wishes to gain advanced training in the theory and practice of educating healthcare professionals.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First year: Clinical Medicine Concentration

**APA 503 - Ethical Issues in PA Practice - 4 credit hours:** In this advanced intensive course, the student will review, analyze, and study the theories and themes of medical bioethics. Emphasis is on the role of the practicing physician assistant in the integration of practice with use of case study discussions.

**APA 505 - PA Professional Practice Issues - 4 credit hours:** This course is a review, discussion, and analysis of the issues that face the practicing physician assistant. The student will learn about the future of the PA profession, including economic trends, reimbursement, nonclinical roles, and legal issues.

**APA 506 - Evidence-Based Medicine & Clinical Research Design - 4 credit hours:** This course introduces students to the concepts of evidence-based medicine and medical research design, while stressing the examination of the best available evidence as a basis for clinical decision-making. The student learns to construct well-built clinical questions and to perform medical literature searches that yield evidence-based results. Methods for critically appraising the medical literature are emphasized throughout the course, as well as strategies for maintaining medical knowledge.

**APA 507 - Medical Writing - 4 credit hours:** This course is designed to provide the practicing healthcare provider with knowledge and skills in medical writing such as articles for biomedical journals, case reports, reports of clinical studies, review articles, editorials, and book reviews. Topics include: the writing process, writing technique, common writing problems, choosing the right journal, and working with journal editors and reviewers.

**APA 620 - Clinical Medicine I - 4 credit hours each:** These are advanced clinical courses designed to augment and update existing clinical skills and knowledge of the physician assistant. Upon completing these courses, students will understand and be able to clinically apply advanced principles of evaluation, diagnosis, and management consistent with the physician assistant scope of practice. Evaluation of advanced case studies and discussions highlight this area of concentration.

**APA 621 - Clinical Medicine II - 4 credit hours each:** These are advanced clinical courses designed to augment and update existing clinical skills and knowledge of the physician assistant. Upon completing these courses, students will understand and be able to clinically apply advanced principles of evaluation, diagnosis, and management consistent with the physician assistant scope of practice. Evaluation of advanced case studies and discussions highlight this area of concentration.

**APA 622 - Clinical Medicine III - 4 credit hours each:** These are advanced clinical courses designed to augment and update existing clinical skills and knowledge of the physician assistant. Upon completing these courses, students will understand and be able to clinically apply advanced principles of evaluation, diagnosis, and management consistent with the physician assistant scope of practice. Evaluation of advanced case studies and discussions highlight this area of concentration.

**APA 623 - Clinical Medicine IV - 4 credit hours each:** These are advanced clinical courses designed to augment and update existing clinical skills and knowledge of the physician assistant. Upon completing these courses, students will understand and be able to clinically apply advanced principles of evaluation, diagnosis, and management consistent with the physician assistant scope of practice. Evaluation of advanced case studies and discussions highlight this area of concentration.

**APA 660 - Clinical Practice I - 2 credit hours:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 661 - Clinical Practice II - 2 credit hours:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 662 - Clinical Practice III - 2 credit hours:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 663 - Clinical Practice IV - 2 credit hours:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

### First year: Education and Leadership Concentration

**APA 506 - Evidence-Based Medicine & Clinical Research Design - 4 credit hours:** This course introduces students to the concepts of evidence-based medicine and medical research design, while stressing the examination of the best available evidence as a basis for clinical decision-making. The student learns to construct well-built clinical questions and to perform medical literature searches that yield evidence-based results. Methods for critically appraising the medical literature are emphasized throughout the course, as well as strategies for maintaining medical knowledge.

**APA 506A - Evidence-Based Medicine for Educators - 1 credit hour:** This course introduces students to the concepts and techniques of teaching evidence-based medicine and medical research design, while stressing the examination of the best available evidence as a basis for clinical decision-making. The student learns to construct well-built clinical questions and to perform medical literature searches that yield evidence-based results. Methods for critically appraising the medical literature are emphasized throughout the course, as well as, strategies for maintaining medical knowledge. In addition to completing the requirements for APA 506, this course will stress the teaching of EBM for clinical decision-making. The student will design teaching modules based on material in the APA 506 course.

**APA 507 - Medical Writing - 4 credit hours:** This course is designed to provide the practicing healthcare provider with knowledge and skills in medical writing such as articles for biomedical journals, case reports, reports of clinical studies, review articles, editorials, and book reviews. Topics include: the writing process, writing technique, common writing problems, choosing the right journal, and working with journal editors and reviewers.

**APA 507A - Medical Writing for Educators - 1 credit hour:** This course is designed to provide the practicing healthcare provider with knowledge and skills in medical writing such as articles for biomedical journals, case reports, reports of clinical studies, review articles, editorials, and book reviews. Topics include: the writing process, writing technique, common writing problems, choosing the right journal, and working with journal editors and reviewers. Students also investigate a chosen research topic through the development of a research proposal. In addition to completing the requirements for APA 507, the student will create and effective learning presentation based on the topic they researched and wrote about throughout the course.

**APA 630 - Curriculum Development & Implementation - 5 credit hours:** Students explore topics such as: course goals and learning objectives, developing a syllabus, instructional design models, instructional delivery methods and evaluation tools. Other topics covered include: developing a course rationale, refining intended learning outcomes, forming and organizing units of a course, developing general teaching strategies, and planning course evaluations.

**APA 631 - Leadership & Administrative Issues in Higher Education - 5 credit hours:** This course is designed to provide the student with an introduction to the organization and management of health professions programs and to assist the student with developing skills necessary to contribute to the successful administration of a program. Students explore a variety of current topics in higher education, specifically related to PA or other health professions education. Topics covered include: academic law, understanding organizational structure in higher education, faculty - administration, contracts, academic rank & tenure, and budget. Students analyze case studies covering the following: academic dishonesty, remediation, the problem student, and instructor/student relationships.

**APA 632 - Educational Concepts - 5 credit hours:** This course is an introduction to educational concepts. Students gain an understanding of educational philosophy, major learning style theories and their application within educational practice. Students will identify their predominant learning and teaching styles and explore how to incorporate various strategies to improve teaching effectiveness. This course examines the use of instructional design models to create materials that focus on the needs of learners in the health professions. Topics covered include: adult learning theories, pedagogy versus Andragogy, cooperative learning, assessment and evaluation.

**APA 633 - Assessment and Evaluation - 5 credit hours:** Student assessment and program evaluation are central to curriculum design. Student assessment seeks to determine how effectively students have learned content and skills. Program evaluation provides evidence of whether the instructional unit, program or course has been effective. This course will address these two topics. Students learn about educational assessment models and explore issues and trends in assessment and evaluation that may shape curriculum design. Other topics include testing & student assessment, program evaluation, and issues & trends in educational assessment and evaluation.

**APA 634 - Current Topics in Education - 5 credit hours:** This course presents a broad exploration of contemporary issues influencing higher education with an emphasis on medical education. Expertise will be fostered by exploring selected issues and trends in medical education and education as a whole. The student, whether new to academia or a veteran health professions educator, will expand their knowledge of critical issues confronting health educators through the course content.

**APA 637 - Technology in Education - 5 credit hours:** This course is designed to provide the student with an introduction to educational technology in the traditional and online education classroom. The course will also assist with developing skills in use and application of various educational technologies to meet instructional needs. Topics covered include: using technology in the classroom, investigation of educational administrative software, and online education.

## Other Courses

**APA 660A - Clinical Practice I - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 660B - Clinical Practice I - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 661A - Clinical Practice II - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 661B - Clinical Practice II - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 662A - Clinical Practice III - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 662B - Clinical Practice III - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 663A - Clinical Practice IV - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.

**APA 663B - Clinical Practice IV - 1 credit hour:** Students must document 400 hours of patient and hours logs for the entire program. Students are responsible for arranging clinical locations. In many instances, this will be in the PA's current practice setting.



## Master of Science in Physician Assistant Studies Program - Residential

Physician assistants are health care professionals licensed to practice medicine with physician supervision. Common services provided by physician assistants include taking medical histories and performing physical examinations, ordering and interpreting lab tests, prescribing medications, assisting in surgery and counseling patients. Physician assistants are trained through an intense education program.

Because of their close working relationship with physicians, physician assistants are educated in the medical model designed to complement physician training. Upon graduation, physician assistants take a national certification examination developed by the National Commission on Certification of Physician Assistants (NCCPA).

### Length of Program

The residential Physician Assistant Program is an entry-level, 26 month course of study that leads to a Master of Science degree upon successful completion. The curriculum includes 127 credit hours.

### Tuition and Fees

Class/Year	Tuition	Educational Supply Fee	Medical Equipment Fee
Class of 2022, year 1	\$46,862.00	\$1,150.00	\$1,888
Class of 2021, year 2	\$43,076.00	\$1,150.00	

### Admissions

#### Application Process

The ATSU-ASHS PA program participates in a centralized application processing service called the Centralized Application Service for Physician Assistants (CASPA). Applications may be obtained through CASPA at [www.caspaonline.org](http://www.caspaonline.org).

Please refer to the CASPA application instructions for specific details about completing the application, required documents, and processing time. Questions regarding the CASPA account may be directed to CASPA at 617.612.2080 or by email at [caspainfo@caspaonline.org](mailto:caspainfo@caspaonline.org). All other questions may be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

#### Application Deadline

The CASPA application cycle begins in mid-April of the academic year preceding the year in which the applicant plans to matriculate. A completed application must be submitted to CASPA by September 1. All secondary applications must be verified by November 1 to be considered.

Program enrollment is based on a rolling admissions policy. Applications are reviewed in the order in which they are received, thus applicants are encouraged to apply early.

## Admission Requirements

Applicants for admission to the residential Master of Science in Physician Assistant Studies program must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements.
2. The applicant must have achieved a minimum 3.00 cumulative grade point average overall and a minimum 3.00 cumulative science grade point average on a 4.00 scale.
3. Candidates accepted for admission to the ATSU-ASHS PA Program must have earned a baccalaureate degree or higher from a regionally accredited college or university (no equivalency will be accepted).
4. Applicants must successfully complete all prerequisite courses with a grade of "C" or higher prior to the program start date. All prerequisite coursework must be completed from a regionally accredited institution (no equivalency will be accepted.)
  - a. Human Anatomy with lab (recommended that course be completed within 5 years of application date) minimum 4 semester credits/6 quarter credits.
  - b. Human Physiology with lab (recommended that course be completed within 5 years of application date) minimum 4 semester credits/6 quarter credits.
  - c. If you have taken a combined Anatomy & Physiology course, you must have two or more semesters (each with lab) totaling 8 semester credits/12 quarter credits.
  - d. Microbiology (with or without lab; recommended that course be completed within 5 years of application date) minimum 3 credits/4 quarter credits.
  - e. General chemistry (with or without lab; recommended that course be completed within 5 years of application date), minimum 4 semester credits/6 quarter credits.
  - f. Biochemistry (with or without lab; recommended that course be completed within 5 years of application date), minimum 3 semester credits/4 quarter credits.
  - g. Psychology, minimum 6 semester credits/9 quarter credits.
  - h. College Statistics, minimum 3 semester/4 quarter credits.
  - i. English Composition, minimum 3 semester credits/4 quarter credits.
  - j. English elective, minimum 3 semester credits/4 quarter credits.
  - k. Medical Terminology, minimum 1 semester credit/1 quarter credit.
5. Applicants are required to submit three letters of recommendation from professionals to CASPA. Please refer to the CASPA application instructions for specific guidelines and requirements for submitting letters of recommendation.
  - a. The first letter should be from an employer or supervisor.
  - b. The second letter should be from a healthcare practitioner (physician, physician assistant or nurse practitioner).
  - c. The third letter should come from a science faculty member.
6. The Graduate Record Exam (GRE General Test) must be taken within 5 years of application date. ATSU-ASHS CASPA GRE Designated Institution (DI) Code is 4443.
  - a. The GRE scores are strongly recommended to meet a minimum of 25th percentile for Verbal, Quantitative and Analytical. If multiple GRE tests are taken, the program will Superscore the GRE scores such that the highest percentile score will be used.
7. Applicant must obtain a minimum of 1000 hours of patient care experience, sufficient to recognize the physical and psychological demands of dealing with patients and to appreciate the challenges and rewards of being a healthcare professional.
8. All applicants are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.

9. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class. See the Minimum Technology Specifications under the General Admission Requirements section.

Applicants are responsible for notifying the Office of Admissions of any changes in their mailing address or email address. All requests for withdrawing an application must be done in writing via email, fax, or letter. Applicants are encouraged to check all email folders in the rare event our email is filtered into a spam or junk mail folder.

Applicants who are considered potential candidates will be required to visit ASHS to participate in an applicant interview process.

## Minimal Technical Standards for PA

In addition to the technical standards established by the University that applies to all students, the program has established the following technical standards:

1. Students must be able to observe and participate in all demonstrations, visual presentations in lectures and laboratories, and computer assisted instruction. In addition, students must be able to observe laboratory evidence and microbiologic cultures, microscopic studies of microorganisms and tissues in normal and pathologic states.
2. Students must be able to observe patients accurately and completely, both at a distance and closely. This ability requires functional vision, hearing and somatic sensation.
3. Students must be able to problem solve, collect, organize, prioritize, analyze and assimilate large amounts of technically detailed and complex information within a limited time frame. This information will be presented in a variety of educational settings, including lectures, small group discussions, and individual clinical settings. Students must be able to analyze, integrate, and apply this information appropriately for problem solving and decision-making.
4. Students must be able to comprehend three dimensional relationships and the spatial relationships of structures.
5. Students must have sufficient use of the senses of vision, hearing and smell necessary in order to elicit information, perceive nonverbal communications, and describe changes in mood, activity and posture in addition to the psychomotor abilities to allow the performance of all skills/tests in the physical exam. Students must be able to perform inspection, palpation, auscultation and percussion.
6. Students must be able to relate to patients and family members and establish an empathetic, professional and effective relationship with patients and families including not only speech but reading and writing.
7. Students are expected to be able to communicate the results of the examination to the patient and to their colleagues with accuracy, clarity, and efficiency in oral, written and electronic formats.
8. Students are expected to possess the ability to work collaboratively with all members of the healthcare team.
9. Students must have motor function sufficient to execute movements reasonably required to provide general care and emergency treatment to patients. Such skills require coordination of gross and fine muscular movements, equilibrium and sensation.
10. Students should be able to manipulate equipment and instruments to perform basic laboratory tests and procedures required to attain curricular goals (e.g. needles, stethoscope, ophthalmoscope, tongue blades, intravenous equipment, gynecologic speculum, and scalpel).
11. Students must be able to transport themselves from one location to another in a timely fashion in order to facilitate patient care responsibilities and to receive educational training.
12. Students must have the emotional health to fully use their intellectual ability, exercise good judgment, and complete all responsibilities attendant to the diagnosis and care of patients.

13. Students must be able to tolerate physical, mental, and emotional stress in training and continue to function effectively.
14. Students must possess qualities of adaptability, flexibility and be able to function in the face of uncertainty. A student must have a high level of compassion for others, motivation to serve, integrity, and a consciousness of social values.
15. Students must possess sufficient interpersonal skills to interact positively with people from all levels of society, all ethnic backgrounds, and all belief systems.
16. Students must be able to accept criticism and respond by appropriate modification of behavior.
17. Students are expected to be able to display appropriate judgment in the assessment and treatment of patients. In addition, students must be able to learn and demonstrate the ability to recognize limitations in their knowledge, skills and abilities and to seek appropriate assistance with their identified limitations.
18. Students are expected to possess perseverance, diligence, and consistency to complete the physician assistant curriculum and enter into the practice of medicine as a certified and licensed physician assistant.

## Graduation Requirements

To earn a Master of Science in Physician Assistant Studies degree, all residential students must:

1. Complete all prescribed didactic and clinical courses and all requirements as listed in the Department of Physician Assistant Studies Residential Student Program Guide.
2. Pass all courses and all comprehensive exams.
3. Discharge all financial obligations to ATSU.
4. Attend commencement activities.

## Curriculum

The didactic curriculum in the PA program includes lecture, small-group study, hands-on skills, and didactic clinical experiences. The didactic year clinical experience program is designed to provide students with the opportunity to experience the real life application of the information they are being exposed to in the didactic curriculum. The program is also a chance for students to emulate experienced providers as role models in the application of effective interpersonal skills and patient education techniques to patient care in preparation for transition to the supervised clinical experiences in the second year.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First year: Fall Semester, Session 1

**MSPA 5010 - Clinical Anatomy - 2 credit hours:** Clinical Anatomy is a review of clinically relevant human anatomy using a regional approach. Lecture and three dimensional laboratory components of this course emphasize the clinical relevance of each anatomical area considered. Nonpathological radiological anatomy is reviewed.

**MSPA 5015 - Introduction to Biomedical and Clinical Medicine - 4.5 credit hours:** This course provides a foundation in recognizing the differences between normal and disease states by integrating basic concepts in genetics, molecular biology, microbiology, physiology, immunology, laboratory medicine, diagnostic imaging, preventive

medicine, and pathology. Emphasis is placed on studying the various mechanisms of disease etiology and how they relate to pharmacotherapeutic intervention. Basic pharmacokinetic and pharmacodynamics principles are covered in this course, along with autonomic pharmacology; analgesics; anti-infective agents; anti-neoplastic agents; and immune-modulating therapies.

**MSPA 5026 - Introduction to Clinical Skills - 1 credit hour:** Introduction to Clinical Skills is the first of a five part course sequence which provides hands-on training for clinical procedures common in current professional practice. Using low instructor-student ratios and medium- and high-fidelity manikins, students will gain familiarity with a range of clinical procedures while developing their bedside manner and confidence. Team-based care principles will be taught through formative simulation experiences. The Clinical Skills series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. Clinical Medicine, History & Physical, and Body, Mind, Spirit.

**MSPA 5030 - Introduction to Body-Mind-Spirit Seminar - 2 credit hours:** The Body, Mind and Spirit Seminar series is a year-long series that exposes the student to seminal material germane to the role of the practicing physician assistant. Foundational topics in the following areas will be presented over the year in this course series that begins with Introduction to Body-Mind-Spirit: Professionalism (including intellectual honesty); Cross Culturalism and Care of Diverse Patient Populations; Interprofessional Team Concepts; Health Care Delivery Systems; Evaluation of the Medical Literature; Concepts of Public Health; Patient Safety and Prevention of Medical Errors; Ethical Practice; PA Professional Issues; Development and History of the PA Profession and Spirituality in Medicine.

**MSPA 5040 - Introduction to Patient Assessment - 3.5 credit hours:** Introduction to Patient Assessment provides fundamental methods for obtaining and presenting a complete screening medical history and physical examination. Techniques for conducting a physical examination are covered. Instructional methods include lecture, group discussion, role-playing, and labs. Students conduct interviews and physical examinations under supervision. Students are expected to spend additional time outside of class performing physical exams and preparing for presenting case information and findings.

**MSPA 5045 - Clinical Medicine: EENT - 4 credit hours:** EENT is the first of the clinical medicine series, which is an eleven-course series providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the life span. Building upon the material that is presented in the preceding foundational medicine courses, each clinical medicine course will provide instruction covering a particular body system, including the pathophysiologic basis of disease (including genetics and molecular mechanisms of disease), generating systems-specific differential diagnoses, ordering and interpreting diagnostic studies, and formulating and implementing pharmacologic and non-pharmacologic treatment plans. Special emphasis will be given to the major principles of pharmacology, including concepts of drug absorption, distribution, metabolism, and elimination. Medications covered will include those most commonly used in the care and treatment of the system-specific conditions. Students will be challenged to apply their knowledge through problem-based case scenarios to develop problem solving and medical decision-making skills in addition to completing written examinations. This program of study will prepare physician assistant students to provide preventive, emergent, acute, chronic, rehabilitative, palliative, and end-of-life care to prenatal, pediatric, adult, and elderly populations. The Clinical Medicine series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. History and Physical, Pharmacology and Body, Mind & Spirit.

## First year: Fall Semester, Session 2

**MSPA 5050 - Clinical Medicine: Pulmonology - 4 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5055 - Clinical Medicine: Cardiology & Hematology - 8 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5060 - History & Physical Examination I - 2 credit hours:** The History and Physical Examination series is a year-long series that provides physician assistant students with techniques of taking a patient history and performing a physical examination. This course will also teach the PA student the proper use of medical diagnostic equipment, selected clinical procedures and effective skills for communicating with patients, their families and other health professionals. Students will learn and practice basic counseling and patient education skills. The courses will include classroom activities, laboratory sessions and clinical experiences. Topics will be arranged on a systems basis and complement coursework in the clinical medicine lecture series to the extent possible by the logistics of scheduling. It is important for the student to understand the relationships between material presented in this course and that presented in other courses. Material presented in one area should be recognized as complementary to and not apart from that presented in other arenas. The course will present the student with opportunities to accomplish the stated objectives through a variety of methods that may include but are not limited to: lecture, discussion, simulated patient encounters, writing the details of a complete history and physical examination, writing problem specific history and physical examinations in the SOAP note format, and performing case presentations and actual clinical experiences. Collaborative and individual exercises will be used to promote retention of presented course material and also to simulate clinical situations to increase critical thinking skills.

**MSPA 5065 - Body, Mind and Spirit I - 1 credit hour:** A continuation of the Body, Mind and Spirit Seminar series that exposes the student to seminal material germane to the role of the practicing physician assistant.

**MSPA 5070 - Clinical Medicine Practicum I - 1 credit hour:** The Clinical Medicine Practicum series is a year-long course sequence which places students in supervised clinical patient care settings throughout their didactic education. Students will learn the art of medicine from PAs, physicians, and other health care providers in a variety of care environments and specialties. Through a partnership with local rehabilitation centers, students will have the opportunity to complete comprehensive history and physical exams on patients with complex acute and chronic disease profiles, applying their didactic education as they learn. Students will provide readmission prevention patient education for cardiac patients and falls prevention for at-risk adults through ATSU's Matter of Balance Falls Prevention Project.

- **Matter of Balance Falls Prevention:** This award-winning national program is coordinated by the A.T. Still University (ATSU) Aging Studies Project. Students will participate in a full day training program and then be assigned to Interprofessional Experience (IPE) teams (where possible). Student teams will be placed throughout the greater Phoenix area to conduct the program.

**MSPA 5075 - Clinical Skills I - 1 credit hour:** The Clinical Skills series is a year-long course sequence which provides hands-on training for clinical procedures common in current professional practice. Using low instructor-student ratios and medium- and high-fidelity manikins, students will gain familiarity with a range of clinical procedures while developing their bedside manner and confidence. Team-based care principles will be taught through formative simulation experiences. All students will obtain ACLS certification during this course sequence. The Clinical Skills

series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. Clinical Medicine, History & Physical, and Body, Mind, Spirit.

### First year: Spring Semester, Session 1

**MSPA 5090 - History & Physical Examination II - 2 credit hours:** The History and Physical Examination series is a four course series that provides physician assistant students with techniques of taking a patient history and performing a physical examination. This course will also teach the PA student the proper use of medical diagnostic equipment, selected clinical procedures and effective skills for communicating with patients, their families, and other health professionals. Students will learn and practice basic counseling and patient education skills. The courses will include classroom activities and laboratory sessions. Students will be challenged to apply their knowledge through simulated patient encounters and problem-based case scenarios to develop skill in taking a patient history, performing a system-focused physical exam, documenting problem specific history and physical examinations in the SOAP note format, and presenting a clinical case through the completion of written and practical examinations. The History and Physical Examination series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. Clinical Medicine, Clinical Skills, and Body, Mind, & Spirit. Course content will be organized along the following broad themes:

- History-taking and physical exam of the cardiovascular system
- History-taking and physical exam of the gastrointestinal system

**MSPA 5100 - Clinical Medicine Practicum II - 1 credit hour:** A continuation of the Clinical Medicine Practicum series which places students in supervised clinical patient care settings throughout their didactic education including ATSU's Matter of Balance Falls Prevention Project.

**MSPA 5105 - Clinical Skills II - 1 credit hour:** A continuation of the Clinical Skills series which provides hands-on training for clinical procedures common in current professional practice.

**MSPA 5035 - Clinical Medicine: Endocrinology - 4 credit hours:** The Clinical Medicine series is an eleven course series that provides physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis, and management across the life span. Building upon the material that is presented in the foundations of medicine courses, each course in the clinical medicine series will provide instruction covering a body system, developing an understanding of the pathophysiologic basis of disease (including genetics and molecular mechanisms of disease), generating systems-specific differential diagnoses, ordering and interpreting diagnostic studies, and formulating and implementing pharmacologic and non-pharmacologic treatment plans. Special emphasis will be given to the major principles of pharmacology, including concepts of drug absorption, distribution, metabolism, and elimination. Medications covered will include those most commonly used in the care and treatment of the system-specific conditions. Students will be challenged to apply their knowledge through simulated patient encounters and problem-based case scenarios to develop skill in clinical diagnostic selection and interpretation, pharmacology and therapeutic treatment planning, patient education, and holistic problem solving and medical decision-making through the completion of written and practical examinations. This program of study will prepare physician assistant students to provide preventive, emergent, acute, chronic, rehabilitative, palliative, and end-of-life care to prenatal, pediatric, adult, and elderly populations. The Clinical Medicine series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. History and Physical Examination, Clinical Skills, and Body, Mind, & Spirit. Course content will be organized along the following broad themes:



- Diabetes mellitus
- Thyroid disorders
- Parathyroid disorders
- Pituitary disorders
- Adrenal disorders

**MSPA 5080 - Clinical Medicine: Gastroenterology - 7 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5095 - Body, Mind and Spirit II - 1 credit hour:** The Body, Mind and Spirit Seminar series is a five course series (Summer, Fall, Winter, Spring, and Summer) that exposes the student to seminal material germane to the role of the practicing physician assistant. Foundational topics in the following areas will be presented over the five terms in this course series: Professionalism (including intellectual honesty); Cross Culturalism and Care of Diverse Patient Populations; Bias in Medical Care Delivery; Interprofessional Team Concepts; Health Care Delivery Systems; Evaluation of the Medical Literature; Concepts of Public Health; Patient Safety and Prevention of Medical Errors; Ethical Practice; Patient and Practitioner Wellness; PA-Physician Team Practice; PA Professional Issues; Development and History of the PA Profession; and Spirituality in Medicine. It is important for the student to understand the relationships between material presented in this course and that presented in other courses and experiences in the curriculum. Material presented in one area should be recognized as complementary to and not apart from that presented in other arenas. Course content will be organized along the following broad themes:

- Cultural humility and responsiveness in whole person healthcare
- Social determinants of health: health and health care access, neighborhood and environment, economic stability, education/health literacy, and social and community context
- Complementary and integrative medicine practices in whole person health care
- Provider well being, stress management, and mindfulness
- Provider responsiveness to recognizing and addressing addiction and opioid use disorder

### **First year: Spring Semester, Session 2**

**MSPA 5115 - Clinical Medicine: Neurology - 5 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5120 - Clinical Medicine: Behavioral Health - 3 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5110 - Clinical Medicine: Musculoskeletal & Rheumatology - 6 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5085 - Clinical Medicine: Dermatology - 2 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.



**MSPA 5125 - History & Physical Examination III - 2 credit hours:** A continuation of the History and Physical Examination series that provides physician assistant students with techniques of taking a patient history and performing a physical examination.

**MSPA 5130 - Body, Mind and Spirit III - 1 credit hour:** A continuation of the Body, Mind and Spirit Seminar series that exposes the student to seminal material germane to the role of the practicing physician assistant.

**MSPA 5135 - Clinical Medicine Practicum III - 1 credit hour:** A continuation of the Clinical Medicine Practicum series which places students in supervised clinical patient care settings throughout their didactic education including ATSU's Matter of Balance Falls Prevention Project.

**MSPA 5140 - Clinical Skills III - 1 credit hour:** A continuation of the Clinical Skills series which provides hands-on training for clinical procedures common in current professional practice.

**MSPA 5175 - Healthcare for Special Populations - 2 credit hours:** Despite the excellent healthcare provided to much of the citizenry of the United States, significant disparities exist in healthcare for vulnerable populations. There are a number of groups that are considered vulnerable populations, including racial and ethnic minorities, the economically disadvantaged, and those with chronic health conditions. For vulnerable populations, their health and healthcare issues may be exacerbated by social factors. This course will focus on 5 vulnerable populations who experience greater risk factors, worse access to care, and increased morbidity and mortality compared with the general population. The focus populations include chronically ill and disabled, homeless and low income, certain geographic communities, LGBTQ and the very young and very old. This 2-credit course will discuss the challenges that these vulnerable populations face and explore potential solutions to overcome the barriers they face.

### **Transitional Semester Year: Fall Semester, Session 1**

**MSPA 5145 - Clinical Medicine: Women's Health - 4 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5150 - Clinical Medicine: Nephrology & Urology - 4 credit hours:** A continuation of the eleven course clinical medicine series, providing physician assistant students a systems-based education on health promotion and disease prevention, and patient evaluation, diagnosis and management across the lifespan.

**MSPA 5155 - History & Physical Examination IV - 1 credit hour:** A continuation of the History and Physical Examination series that provides physician assistant students with techniques of taking a patient history and performing a physical examination.

**MSPA 5165 - Clinical Medicine Practicum IV - 1 credit hour:** A continuation of the Clinical Medicine Practicum series which places students in supervised clinical patient care settings throughout their didactic education including ATSU's Matter of Balance Falls Prevention Project.

**MSPA 5170 - Clinical Skills IV - 1 credit hour:** The Clinical Skills series is a four course sequence which provides hands-on training for clinical procedures common in current professional practice. Using low instructor-student ratios and medium- and high-fidelity manikins, students will gain familiarity with a range of clinical procedures while developing their bedside manner and confidence. Team-based care principles will be taught through formative simulation experiences. All students will obtain ACLS certification during this course sequence. The Clinical Skills

series has been carefully organized to present material system by system to promote interaction of material from parallel courses in the curriculum, i.e. Clinical Medicine, History & Physical, and Body, Mind, Spirit. Course content will be organized along the following broad themes:

- Ultrasound of the lower abdomen and pelvis
- Urinary catheters
- Orientation to the surgical suite
- Wound and Incision closure
- Office based surgical procedures

## Second year

Clinical experiences will average approximately 40 hours per week on site, in patient-related care. Some clinical experiences may involve slightly shorter (no less than 36 hours per week) or longer hours (no more than 80 hours per week), evening, weekend or on-call responsibilities. The preceptor will determine the student's onsite schedule and clinical responsibilities. Students must adhere to each clinical experience schedule and to all assignments developed by the preceptor. If this is not possible in any given week at a specific clinical site, the student is to notify the clinical team in advance. Patient-related care includes evaluating and treating patients, charting and appropriate paperwork (written or electronic), case presentations, discussions with the preceptor, and other duties as applicable.

**MSPA 6073 - Transition to Practice - 3 credit hours:** Transition to practice is an ongoing course through the clinical year. It includes testing, practical examinations, summative evaluation, and preparation for the PANCE. Topics to prepare the student for practice as a licensed healthcare professional are covered including state laws and license, regulatory board, prescription monitoring, obtaining a license, DEA/NPI numbers, malpractice and risk management, documentation, billing, coding and reimbursements, critical analysis of a journal article, and intro to evidence-based practice, employment preparation, and presentations on various current healthcare topics. A Master's level capstone project must be completed under the mentorship of faculty. This may include a community health project, a quality improvement project, or a journal article or poster presentation for publication.

**MSPA 6074 - Family Medicine - 5 credit hours:** This six-week clinical experience is designed to facilitate the student's ability to evaluate health-related problems encountered in a family practice setting. Students will interview and examine patients, synthesize information to make a diagnosis, and formulate and implement a therapeutic plan under the supervision of licensed healthcare providers.

**MSPA 6075 - Internal Medicine - 5 credit hours:** This six-week clinical experience course is designed to facilitate the student's ability to evaluate health-related problems encountered in a general internal medicine setting. Students will interview and examine patients, synthesize information to make a diagnosis, and formulate and implement a therapeutic plan under the supervision of licensed healthcare providers.

**MSPA 6076 - Pediatrics - 5 credit hours:** This six-week clinical experience course is designed to facilitate the student's ability to evaluate health-related problems encountered in a general pediatrics setting. Students will interview and examine patients, synthesize information to make a diagnosis, and formulate and implement a therapeutic plan under the supervision of licensed healthcare providers.

**MSPA 6077 - Emergency Medicine - 5 credit hours:** This six-week clinical experience course is designed to facilitate the student's ability to evaluate health-related problems encountered in an emergency medicine setting. Students will

interview and examine patients, synthesize information to make a diagnosis, and formulate and implement a therapeutic plan under the supervision of licensed healthcare providers.

**MSPA 6078 - Women's Health - 5 credit hours:** This six-week clinical experience provides an exposure to issues associated with women's health care, primarily in the ambulatory setting. Emphasis is placed on prenatal care, family planning and birth control, the recognition and treatment of sexually transmitted infections, cancer prevention and detection, and the evaluation and treatment of common ambulatory gynecologic problems under the supervision of licensed healthcare providers. Students may have exposure to the delivery room and surgical care.

**MSPA 6079 - General Surgery - 5 credit hours:** This six-week clinical experience provides exposure to the management of patients who present with general surgical problems. Students will focus on evaluation of patients who need surgical consult, pre-operative preparation, intra-operative assistance, and operative procedures. Additionally, students will gain experience caring for surgical wounds and post-operative complications under the supervision of licensed healthcare providers.

**MSPA 6080 - Behavioral Health - 5 credit hours:** This six-week clinical experience course is designed to address the fundamental principles of caring for patients who exhibit a variety of emotional illnesses and disabilities. The clinical portion of the rotation will consist of clinical experiences to refine history taking, and mental status examination skills. Students should be able to recognize and categorize psychiatric disorders and identify techniques of early intervention and psychiatric referral.

**MSPA 6081 - Elective - 5 credit hours:** This six-week clinical experience is student-selected. Students may choose from an existing database or suggest a new site. The clinical team must approve electives, and preceptors must be licensed healthcare professionals. The experience gives students an opportunity to enhance an area of interest and/or to explore a potential location for future clinical practice. Generally, elective clinical experiences are scheduled later in the clinical year of study.

## Certificate in Clinical Decision Making Program

The Graduate Certificate in Clinical Decision-Making in Athletic Training is an online program providing advanced instruction in evidence-based practice, clinical outcomes assessments, clinical informatics and technology, and epidemiology.

The purpose of the program is to prepare practicing athletic trainers and athletic training educators with the clinical practice and educational competencies in clinical decision-making skills that will enhance the quality and effectiveness of patient care.

### Length of Program

The Certificate program consists of 4 courses that could be completed over a semester's time.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition is \$553.00 per credit hour.

### Admissions

#### Application Process

Students interested in the Graduate Certificate in Clinical Decision-Making in Athletic Training program, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm). Applicants can still call 480-219-6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: Graduate Certificate in Clinical Decision-Making in Athletic Training, 5850 E. Still Circle, Mesa, AZ 85206.

#### Application Deadline

Please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu) for more information regarding the application deadlines for the Certificate program.

#### Admission Requirements

Applicants for admission to the Graduate Certificate in Clinical Decision-Making in Athletic Training program must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements
2. Candidates must have achieved a minimum 2.50 cumulative GPA (on a 4.0 scale) in their athletic training professional program or a minimum overall graduate cumulative GPA of 3.0 on a 4.0 scale.
3. Candidates accepted for admission to the program will have earned a bachelor's or higher degree prior to enrollment from a regionally accredited institution.
4. Applicants must provide official transcripts from the institution attended where their highest degree was conferred.

5. Applicants to the Certificate program must demonstrate Board of Certification (BOC) certification as an athletic trainer.
6. Candidates must submit an application form.
7. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ATSU-ASHS English Proficiency section for more details.
8. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Curriculum

Upon completion of the Graduate Certificate in Clinical Decision-Making in Athletic Training program, students will be able to:

1. Practice and/or teach athletic training in a manner that integrates clinical experience, patient values, and the best available evidence
2. Employ and/or teach clinician-based and patient-based clinical outcome measures to determine the effectiveness of athletic training services
3. Use and/or teach healthcare informatics and technology to communicate, manage knowledge, mitigate error, and support decision-making in athletic training practice
4. Implement quality improvement initiatives into athletic training practice

## Course Descriptions and Credit Values

**ATRN 7110 - Quality Improvement and Patient Safety - 3 credit hours:** Quality improvement is the consistent, combined effort of many to make changes in healthcare that will improve patient outcomes, system performance, and professional development. This course is designed to enhance the athletic trainer's understanding of quality improvement, especially as it relates to patient outcomes (health), system performance (care), and professional development (learning). An overview of the history of quality improvement in healthcare will be provided to provide a global understanding of the value of quality improvement to the advancement of patient care. Additionally, the Model of Improvement will serve as the theoretical foundation for the course. Topics will include creating and managing interprofessional teams, identifying quality improvement issues, process literacy, data collection for continuous improvement, and implementing system changes. During the course, students will also be introduced to common tools used in quality improvement projects, such as process diagrams, cause-and-effect diagrams, run charts, and plan-do-study-act cycles. Achievement of course learning objectives will occur through readings, multi-media presentations, discussions, presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7120 - Evidence-Based Practice - 3 credit hours:** This course is designed to enable the athletic trainer's clinical decision-making process in a manner that integrates clinical experience, patient values, and the best available evidence. It is also intended to build on entry-level evidence-based practice courses with the use of informatics and technology to access the medical literature. The course will cover advanced topics related to the EBP process, framing clinical questions to enhance clinical decision-making, searching the literature, critical appraisal, integration and evaluation of the evidence, grading levels of evidence and strength of recommendations, patient values, and statistical terminology related to EBP. Course objectives will be achieved through readings, multi-media presentations, discussions,

presentations, and individual and/or group assignments. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

**ATRN 7130 - Patient-Oriented Outcomes - 3 credit hours:** Patient-oriented outcomes is designed to enhance the Athletic Training clinician's ability to employ clinician-based and patient-based clinical outcome measures for the determination of effective athletic training services through the practice of providing patient-centered whole person healthcare. Discussion of disablement models and outcomes research as the foundations to evidence-based practice will be provided. The use of disablement models as a framework for whole person healthcare and the evaluation of health-related quality of life will be presented. This course builds upon the basic components of clinical outcomes assessment by providing advanced content related to clinician- and patient-oriented outcomes. Instruction on the selection, implementation, and use of single- and multi-item, general and specific patient-rated outcomes instruments will be given. Details regarding the concepts of measurement properties, including assessment of measurement change, will be provided. Emphasis will also be placed on using patient-rated outcome measures to assist clinical decision-making.

**ATRN 7140 - Health Information Technology - 3 credit hours:** The purpose of this course is to provide the athletic trainer with a survey of relevant concepts, tools, and systems of healthcare informatics and technology. An understanding of informatics concepts and the skills related to the use of technology have been identified as critical for all modern healthcare professionals. Moreover, informatics and technology provide several distinct advantages to the modern healthcare system, including, but limited to: cost savings, error detection, quality improvement, and improved patient outcomes. \* Course may be transferable if completed prior to the DAT program as a part of ATSU's Master of Science in Athletic Training (M) or the Certificate in Clinical Decision Making in Athletic (C). Please see the Advanced Standing section of the DAT program section.

## Graduate Certificate in Leadership and Education

The Graduate Certificate in Leadership and Education is an online program providing advanced instruction in leadership, health policy and systems, and contemporary issues in athletic training education.

The purpose of the program is to prepare practicing athletic trainers and athletic training educators to debate and apply contemporary knowledge and skills in athletic training leadership and education.

### Length of Program

The Certificate program consists of 4 courses that could be completed over a year.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition: \$534 per credit hour.

### Admissions

#### Application Process

Students interested in the Graduate Certificate in Leadership and Education, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm). Applicants can still call 480-219-6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: Graduate Certificate in Leadership and Education, 5850 E. Still Circle, Mesa, AZ 85206.

#### Application Deadline

Please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu) for more information regarding the application deadlines for the Certificate program.

#### Admission Requirements

Applicants for admission to the Graduate Certificate in Leadership and Education must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ATSU-ASHS general admission requirements.
2. Candidates must have achieved a minimum 2.50 cumulative GPA (on a 4.0 scale) in their athletic training professional program or a minimum overall graduate cumulative GPA of 3.0 on a 4.0 scale.
3. Candidates accepted for admission to the program will have earned a bachelor's or higher degree prior to enrollment from a regionally accredited institution.
4. Applicants must provide official transcripts from the institution attended where their highest degree was conferred.
5. Applicants to the Certificate program must demonstrate Board of Certification (BOC) certification as an athletic trainer.

6. Candidates must submit an application form.
7. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
8. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Curriculum

### Leadership and Education Certificate Program Outcome

Debate and apply contemporary knowledge and skills in athletic training leadership and education.

### Objectives

1. Examine the role and influence of athletic trainers on health policy and healthcare delivery systems.
2. Critically examine and apply the characteristics of leadership in athletic training within the context of becoming an advanced practice leader.
3. Analyze and debate contemporary issues in athletic training education.
4. Examine and apply best practices in clinical education and mentoring of athletic training students, young professionals, residents and fellows.

## Course Descriptions and Credit Values

**ATRN 8130 - Health Policy and Systems of Delivery - 3 credit hours:** This course provides a forum for exploration and discussion of current policy issues and trends in healthcare in general, and in athletic training more specifically. The course attempts to do three things: The first half of the course takes a broader approach to examine the U.S. health care system from a health policy and health politics perspective. Topics include general civics, the role of state and federal government in law and policy making, as well as organizing, financing, and delivering health care. The second half of the course will look more specifically at emerging policy issues. The second half of the course is designed to enhance the athletic trainer's understanding of legal and risk management concepts as they pertain to daily clinical practice and the administration thereof. Concepts will include: accreditation, cardiac, heat and hydration, injury prevention and sport specialization, and concussion policy analysis.

**ATRN 8140 - Leadership and Professionalism in Athletic Training - 3 credit hours:** This course offers an examination and application of theories of professionalism and leadership as they related to various aspects of the practice of athletic training. Topics include, but are not limited to: Contemporary leadership theories, Medical professionalism, Organizational communication, Personal effectiveness and productivity, Communities of practice, Leading change, and Conflict management. The course requires students to be active participants in the learning process. We will rely on a series of readings (e.g. book chapters, classic and contemporary articles, research studies), presentations, discussions, and both reflective and authentic applied assignments to provide a deeper understanding of leadership and professionalism and their impact the athletic training profession. By the end of this course you should have the foundational knowledge and a framework for action that will allow you to make informed decisions about your own leadership roles and pursue meaningful change in both your work setting and your profession.



**ATRN 8160 - Contemporary Issues in Athletic Training Education - 3 credit hours:** This course that will explore contemporary issues in athletic training education, with special emphasis on the continuum of education from professional programs through residency and fellowship training to post-professional degree programs, such as the Doctor of Athletic Training and Doctor of Philosophy degrees, as well as continuing education and maintenance of competence. A global perspective of the structure of health professions education, accreditation, and current issues in higher education will be explored. Students will develop insights and discuss implications for the ever-changing nature of health professions education, with a focus on contemporary issues in athletic training education.

**ATRN 8170 - Applied Clinical Education and Mentoring - 3 credit hours:** This course is intended to improve the student's understanding and application of best practices in clinical education and mentoring in athletic training professional education and residency/fellowship training programs. Focus will be on best practices regarding bridging the gap between didactic and clinical education, clinical education techniques and models, preceptor mentoring, and student/resident/fellow mentorship models. Focused discussion regarding developing assessment activities at the point-of-care to facilitate practice-based research is included. Contemporary issues in clinical education, facilitating transition to practice, and mentoring within the health professions will also be presented.

## Graduate Certificate in Orthopaedics Program

The Graduate Certificate in Orthopaedics is an online program providing advanced instruction in the diagnosis, evaluation and patient care management of patients with orthopaedic conditions.

The purpose of the program is to prepare practicing athletic trainers with advanced knowledge and skills in specific areas of orthopaedics that will enhance the quality and effectiveness of patient care.

### Length of Program

The Certificate program consists of 4 courses that could be completed over a year.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition: \$534 per credit hour.

### Admissions

#### Application Process

Students interested in the Graduate Certificate in Rehabilitation, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm). Applicants can still call 480-219-6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: Graduate Certificate in Rehabilitation, 5850 E. Still Circle, Mesa, AZ 85206.

#### Application Deadline

Please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu) for more information regarding the application deadlines for the Certificate program.

#### Admission Requirements

Applicants for admission to the Graduate Certificate in Rehabilitation must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ASHS general admission requirements
2. Candidates must have achieved a minimum 2.50 cumulative GPA (on a 4.0 scale) in their athletic training professional program or a minimum overall graduate cumulative GPA of 3.0 on a 4.0 scale.
3. Candidates accepted for admission to the program will have earned a bachelor's or higher degree prior to enrollment from a regionally accredited institution.
4. Applicants must provide official transcripts from the institution attended where their highest degree was conferred.
5. Applicants to the Certificate program must demonstrate Board of Certification (BOC) certification as an athletic trainer.

6. Candidates must submit an application form.
7. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
8. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Curriculum

### Orthopaedics Certificate Program Outcome

Demonstrate advanced practice athletic training knowledge and skills in the specialty area of orthopaedics.

### Objectives

1. Demonstrate advanced practice knowledge and skills in the diagnoses of orthopaedic conditions.
2. Demonstrate advanced practice knowledge and skills in the management of orthopaedic conditions
3. Demonstrate advanced practice knowledge and skills in the application and interpretation of common imaging and laboratory techniques used in the examination of orthopaedic patients.
4. Demonstrate advanced practice knowledge of common orthopaedic surgical procedures with special emphasis on subsequent rehabilitation considerations.

## Course Descriptions and Credit Values

**ATRN 7410 - Orthopaedic Diagnostic Evaluation - 3 credit hours:** This course is designed to provide the athletic trainer with advanced knowledge and clinical skills in the pathology, examination, and diagnosis of orthopaedic and sport-related injuries to the upper and lower extremities, the back, and spine. Content is presented with an emphasis on integrating evidence-based practice principles to enhance the student's clinical decision-making skills in injury evaluation and diagnosis. Focus will be placed on developing clinical reasoning skills to enhance the student's ability to accurately and efficiently utilize the physical examination and diagnostic tests to evaluate complex orthopaedic conditions, recognize atypical presentations, identify non-orthopaedic conditions that present as orthopaedic conditions, and recommend and interpret appropriate imaging and laboratory tests. Students will engage in weekly collaborative learning activities and independent assignments to enhance their clinical skills in Orthopaedic Diagnostic Evaluation.

**ATRN 7420 - Orthopaedic Management - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to effectively manage patients with increasingly complex orthopaedic conditions. Content focuses on management of complex orthopaedic conditions with and without co-morbidities and includes the development prioritized care plans, strategies to maximize long-term health related quality of life, identifying criteria and plans for safe return to participation and to maximize sports performance, engaging in patient education. Students will engage in weekly collaborative learning activities and independent assignments to enhance their clinical skills in Orthopaedic Management.

**ATRN 7430 - Orthopaedic Imaging and Labs - 3 credit hours:** This course is designed to enhance the athletic trainer's knowledge regarding common imaging and laboratory techniques used in the management of orthopaedic

patients. Students will be exposed to various imaging modalities including radiographs, magnetic resonance imaging, CT scans, and musculoskeletal ultrasound. The use of laboratory tests for injury and illness will also be examined. Students will engage in weekly collaborative learning activities and independent assignments to evaluate the sensitivity and utility of imaging and laboratory tests used in athletic health care.

**ATRN 7440 - Orthopaedic Surgical Considerations - 3 credit hours:** This course is designed to enhance the athletic trainer's knowledge and awareness of special considerations for rehabilitation following common orthopaedic surgeries. The course focuses on improving the athletic trainer's ability to provide quality education and counseling to their orthopaedic patients through the development of advanced knowledge and skills in post-surgical rehabilitation. Surgical techniques for common orthopaedic conditions of the upper and lower extremities will be presented. Tissue response to surgery, post-surgical rehabilitation guidelines and timelines, and surgical outcomes will be discussed. Students will engage in weekly collaborative learning activities to critically appraise the current evidence for post-surgical rehabilitation approaches. The course culminates with the development of a comprehensive, evidence-based post-surgical rehabilitation protocol for an orthopaedic surgery of the student's choice.

## Graduate Certificate in Rehabilitation Program

The Graduate Certificate in Rehabilitation is an online program providing advanced instruction in foundations of tissue healing, assessment and correction of movement dysfunction and considerations for moving from rehabilitation to sport performance.

The purpose of the program is to prepare practicing athletic trainers with advanced knowledge and skills in specific areas of rehabilitation that will enhance the quality and effectiveness of patient care.

### Length of Program

The Certificate program consists of 4 courses that could be completed over a year.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition: \$534 per credit hour.

### Admissions

#### Application Process

Students interested in the Graduate Certificate in Rehabilitation, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm). Applicants can still call 480-219-6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: Graduate Certificate in Rehabilitation, 5850 E. Still Circle, Mesa, AZ 85206.

#### Application Deadline

Please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu) for more information regarding the application deadlines for the Certificate program.

#### Admission Requirements

Applicants for admission to the Graduate Certificate in Rehabilitation must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ASHS general admission requirements
2. Candidates must have achieved a minimum 2.50 cumulative GPA (on a 4.0 scale) in their athletic training professional program or a minimum overall graduate cumulative GPA of 3.0 on a 4.0 scale.
3. Candidates accepted for admission to the program will have earned a bachelor's or higher degree prior to enrollment from a regionally accredited institution.
4. Applicants must provide official transcripts from the institution attended where their highest degree was conferred.

5. Applicants to the Certificate program must demonstrate Board of Certification (BOC) certification as an athletic trainer.
6. Candidates must submit an application form.
7. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
8. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Curriculum

### Rehabilitation Certificate Program Outcome

Demonstrate advanced practice athletic training knowledge and skills in the specialty area of rehabilitation.

### Objectives

1. Integrate the basic science of connective tissue healing (anatomy, physiology, morphology, histology, and biomechanics) into the management of musculoskeletal injuries.
2. Demonstrate advanced practice knowledge and skills in the assessment and diagnosis of movement dysfunction.
3. Develop advanced practice knowledge and skills in rehabilitation of movement dysfunction through corrective exercise.
4. Demonstrate advanced practice knowledge of transitioning from rehabilitation to sport performance.

### Course Descriptions and Credit Values

**ATRN 7210 - Foundations of Tissue Healing - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to plan and implement a comprehensive sports injury rehabilitation program based on the sequential biological events of connective tissue healing. Orthopaedic basic science concepts involved in clinical assessment, establishment of therapeutic objectives, and selection of therapeutic agents will be addressed. The histology, morphology, and biomechanics of soft connective tissues, muscle, articular cartilage, and peripheral nerves will be presented. Subsequently, the basic science of tissue healing following injury will be covered. Special focus is placed on the relationships between tissue healing physiology and selection of appropriate therapeutic interventions. Current topics in soft tissue healing and rehabilitation, including viscosupplementation, graft ligamentization, and biologic treatment techniques will be discussed. This course provides the orthopaedic basic science foundation for discussion of therapeutic techniques in future rehabilitation courses.

**ATRN 7230 - Assessment of Movement Dysfunction - 3 credit hours:** This course introduces and explores the foundational concepts of structure and function as they relate to fundamental patterns of human movement. Neuro-developmental progression, motor development, motor learning, and motor control concepts will be presented. Utilizing dynamic systems theory and tensegrity models, factors contributing to movement dysfunction will be identified and techniques for movement assessment will be outlined and discussed. Following the completion of this course, students will be able to demonstrate advanced knowledge and skills in the assessment and diagnosis of movement dysfunction.

**ATRN 7240 - Corrective Techniques for Movement Dysfunction - 3 credit hours:** This course provides the athletic trainer with advanced knowledge in the rehabilitation of orthopaedic injuries, by utilizing corrective techniques to restore movement patterns and function. Emphasis is placed on integration of tensegrity and dynamic systems models to develop a sequential and progressive rehabilitation program, centered on restoration of movement patterns in fundamental, transitional, and functional postures. Concepts of mobility, sensorimotor control, movement patterning, and neurodevelopmental progression will be studied. Assisted, active, and reactive techniques for improving mobility, stability, and movement will be taught. ATRN7230

**ATRN 7250 - Rehabilitation Considerations for Sport Performance - 3 credit hours:** This course provides the athletic trainer with the advanced knowledge on how to bridge the gap from rehabilitation to sport performance. Neuromuscular considerations such as psychomotor and somatosensory control will be explored. Considerations for strength training, time under tension, power development and athletic movement prescription will be examined. Following this course, the athletic trainer will be able to develop a comprehensive program for the athlete who is returning to sport post-injury.

## Graduate Certificate in Sport Neurology and Concussion

The Graduate Certificate in Sports Neurology and Concussion is an online program providing advanced instruction in the diagnosis, assessment, treatment, and management of patients with sport-related concussion and neurological injuries.

The purpose of the program is to prepare practicing athletic trainers with advanced knowledge and skills in the sub-specialty of sports neurology and concussion.

### Length of Program

The Certificate program consists of 4 courses that could be completed over a year.

### Tuition

Distance programs' tuition is due the first day of class. For programs with payment per credit or course, the tuition covers the payment for the coming semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition: \$534 per credit hour.

### Admissions

#### Application Process

Students interested in the Graduate Certificate in Rehabilitation, may use the online application available at [http://www.atsu.edu/ashs/programs/athletic\\_training/index.htm](http://www.atsu.edu/ashs/programs/athletic_training/index.htm). Applicants can still call 480-219-6000 to be connected with a specific program for more information.

Written requests for applications should be sent to: Arizona School of Health Sciences, Attention: Graduate Certificate in Rehabilitation, 5850 E. Still Circle, Mesa, AZ 85206.

#### Application Deadline

Please contact Admissions at 877.469.2878 or by email at [onlineinquiry@atsu.edu](mailto:onlineinquiry@atsu.edu) for more information regarding the application deadlines for the Certificate program.

#### Admission Requirements

Applicants for admission to the Graduate Certificate in Rehabilitation must meet the following requirements prior to matriculation.

1. Applicants are required to meet all ATSU and ASHS general admission requirements
2. Candidates must have achieved a minimum 2.50 cumulative GPA (on a 4.0 scale) in their athletic training professional program or a minimum overall graduate cumulative GPA of 3.0 on a 4.0 scale.
3. Candidates accepted for admission to the program will have earned a bachelor's or higher degree prior to enrollment from a regionally accredited institution.
4. Applicants must provide official transcripts from the institution attended where their highest degree was conferred.



5. Applicants to the Certificate program must demonstrate Board of Certification (BOC) certification as an athletic trainer.
6. Candidates must submit an application form.
7. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
8. Candidates are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a personal computer prior to matriculation and have access to a high-speed Internet connection.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

## Curriculum

### Sports Neurology and Concussion Certificate Program Outcome

Demonstrate advanced practice athletic training knowledge and skills in the sub-specialty area of sports neurology and concussion.

### Objectives

1. Integrate the basic science of neurologic injury and tissue healing into the management of neurologic injuries.
2. Demonstrate advanced knowledge in the recognition, assessment, management and referral of patients with sport-related neurologic conditions.
3. Debate current issues related to the recognition, assessment, and management of activity-related traumatic brain injuries.
4. Analyze current concepts regarding the assessment, management, and referral of patients with comorbid disorders who suffer activity-related traumatic brain injury.

### Course Descriptions and Credit Values

**ATRN 7310 - Foundations of Sport Neurology - 3 credit hours:** This course is designed to enhance the athletic trainers' ability to manage neurological injuries resulting from participation in sports and physical activity. Basic science concepts regarding neurological mechanisms of pain, pathophysiology of neurologic injuries, neurodynamics, and the psychological contributions of pain will be discussed. This course will serve as a foundation to the other courses in the Sports Neurology and Concussion track or graduate certificate program.

**ATRN 7320 - Diagnosis and Management of Neurologic Conditions in Sport - 3 credit hours:** This course is designed to enhance the students' knowledge and skills regarding the recognition, assessment, management, and referral of patients who present with neurologic conditions. Specific attention will be placed on understanding red flags for various conditions, diagnostic testing, and appropriate care for various conditions. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

**ATRN 7330 - Classification and Management of Traumatic Head Injury - 3 credit hours:** This course will provide a thorough examination of the treatment of patients with complex medical concerns who suffer a concussion. Specific attention will be focused on the patient's past medical history and co-morbid factors and how these may influence the

assessment, treatment, and management of head injuries. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

**ATRN 7340 - Assessment and Management of Complex Patients with Concussion - 3 credit hours:** This course will provide a thorough examination of the treatment of patients with complex medical concerns who suffer a concussion. Specific attention will be focused on the patient's past medical history and co-morbid factors and how these may influence the assessment, treatment, and management of head injuries. The course will use a mix of online readings, videos, and discussion forums to foster collaboration among students.

## Neurologic Physical Therapy Residency Program

The 12-month post-professional Neurologic Physical Therapy Residency program at ATSU is designed to elevate the clinical skills and knowledge from a general practitioner to that of a clinical specialist in neurologic physical therapy. Operating as a collaborative model, the Neurologic Physical Therapy Residency program is built from a strong clinical reasoning base. Residents will gain advanced critical thinking skills and become expert clinicians who practice evidence-based whole-person healthcare.

Residents in the Neurologic Physical Therapy Residency program receive didactic instruction and 150 hours of clinical mentoring. Supervised clinical mentorship and teaching are key components of the Neurologic Physical Therapy Residency program. Each week includes mentored clinical practice with an expert neurologic physical therapist. The didactic curriculum includes online coursework, case studies, and weekend continuing education courses. Residents participate in biweekly personal video conversations with ATSU faculty, discussing curriculum topics and applying the curriculum to patient cases. As part of the curriculum, residents and their mentors will attend three to four weekend continuing education courses, sponsored by the Neurologic Physical Therapy Residency on the Mesa, Ariz. campus.

Following completion of the program, residents will be prepared to take the American Board of Physical Therapy Specialties (ABPTS) Neurologic Clinical Specialist certification exam in Neurology and practice patient-centered evidence-based neurologic physical therapy at the competence level of a neurologic clinical specialist (NCS).

### Length of Program

The 6 credit, 6 course curriculum can be completed within one year.

### Tuition

Tuition is due two weeks before the start of class. For programs that have payment per program, payment in full is due prior to the start of the program or per their admissions agreement on a quarterly payment schedule. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition is \$8,000.00.

### Admissions

#### Application Process

ATSU-ASHS' Neurologic Physical Therapy Residency program participates in a centralized application processing service called the Residency/Fellowship Physical Therapist Centralized Application Service (RF-PTCAS). Applications may be obtained through RF-PTCAS at <https://rfptcas.liaisoncas.com/applicant-ux/#/login>. Questions regarding the RF-PTCAS account may be directed to RF-PTCAS at 617.612.2875 or by email at [rfptcasinfo@rfptcas.org](mailto:rfptcasinfo@rfptcas.org). All other questions should be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

#### Application Deadline

The deadline to apply through RF-PTCAS is August 1 of the year of anticipated enrollment.

#### Admission Requirements

Applicants for admission to the Neurologic Physical Therapy Residency program must meet the following requirements prior to matriculation.

### Minimal eligibility requirements for acceptance into the program include:

- Unrestricted license in physical therapy in the state in which the resident will practice physical therapy during the residency.
- Employment in an approved clinical site with an approved clinical mentor.
- Submission of application to the American Physical Therapy Association (APTA) residency centralized application system (RF-PTCAS).
- Submission of secondary application to the Residency Program.

### Clinical Requirements

- Resident must be employed in an approved physical therapy clinical setting with a wide variety of patients with neurologic conditions.
- Resident must have an approved clinical mentor provide a minimum of 3 hours of one-on-one mentoring of patient care per week.

### Application Requirements

1. Submit primary application through RF-PTCAS.
  - a. Items required of applicants in the RF-PTCAS primary application:
    - i. Complete RF-PTCAS application and fee
    - ii. Official transcripts from every physical therapy U.S. college and university attended
    - iii. Three received electronic evaluations
2. Program specific supplemental requirement:
  - a. Supplemental fee of \$70
  - b. Additional information detailing clinical site and mentor
  - c. Interview with residency program director
  - d. Curriculum Vitae or Resume
  - e. NOTE: No additional evaluations required aside from the 3 required by RF-PTCAS
3. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T. Still University. See the ASHS English Proficiency section for more details.
4. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

ASHS is looking for the following qualities in applicants to the residency program:

- A strong desire to advance clinical skills and knowledge
- Strong communication skills
- Evidence of self-initiative and self-responsibility
- Commitment to patient-centered practice

### Curriculum

The didactic curriculum includes six online courses delivered over two semesters and the final course includes the resident's capstone project. In addition, three to four continuing education courses are conducted and augment the online coursework. The didactic component of the residency curriculum is centered on the ABPTS Description of Specialty Practice in Neurology and the best evidence available in the practice of neurologic physical therapy.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

**PTNR 7000 - Theoretical Framework for Management of Individuals with Neurological Conditions - 1 credit hour:** Elements that contribute to a conceptual framework for assessment and treatment of individuals with neurological conditions are presented. The conceptual framework for clinical practice that will be utilized throughout the curriculum derives strongly from the integration of a task-oriented approach to examination and intervention with the model of the International Classification of Functioning, Disability, and Health. The course includes a review of motor control and motor learning theories including the relevant neuroanatomy and physiology. The process of evidence-based practice is emphasized, including an overview of research design and statistics. Teaching and learning theories and issues related to education are presented.

**PTNR 7010 - Neurologic Impairments and Evidence-Based Outcome Measures - 1 credit hour:** This course provides an in-depth review of impairments and activity limitations resulting from neurologic pathology including methods of classifying impairments, discussion of impairments of cognitive, sensory and perceptual, and action systems, including the musculoskeletal and neuromuscular systems. Current evidence of problems underlying abnormal postural control and types of postural control problems associated with different neurologic conditions is presented. Evidence-based tests and measures used for examination of neurologic impairments and activity limitations are presented and practiced. This course also includes a task-oriented approach to examination of a mobility disorder with an application of gait examination to a current patient.

**PTNR 7020 - Clinical Management of Neurological Conditions I - 1 credit hour:** Clinical management of individuals with neurologic conditions including stroke, traumatic brain injury, and spinal cord injury. Current evidence-based approaches to examination and intervention for management of impairments and activity limitations associated with these conditions are presented. Epidemiology, pathology, diagnostic testing, and pertinent medical and surgical management, including pharmacologic management, of these diagnoses are included. A strong emphasis will be placed on applying new knowledge to direct patient care in the clinic.

**PTNR 7030 - Clinical Management of Neurological Conditions II - 1 credit hour:** Clinical management of individuals with neurological conditions including Parkinson's disease, multiple sclerosis, and central nervous system neoplasms. Current evidence-based approaches to examination and intervention for management of impairments and activity limitations associated with these conditions are presented. Epidemiology, pathology, diagnostic testing, and pertinent medical and surgical management, including pharmacologic management, of these diagnoses are included. A strong emphasis will be placed on applying new knowledge to direct patient care in the clinic. Psychological factors and psychological disorders related to illness and recovery from neurological conditions are included.

**PTNR 7040 - Clinical Management of Neurological Conditions III - 1 credit hour:** Clinical management of individuals with neurological conditions including lower motor neuron pathology, amyotrophic lateral sclerosis, central nervous system infections, and vestibular disorders. Current evidence-based approaches to examination and intervention for management of impairments and activity limitations associated with these conditions are presented. Epidemiology, pathology, diagnostic testing, and pertinent medical and surgical management, including pharmacologic management, of these diagnoses are included. A strong emphasis will be placed on applying new theoretic knowledge to direct patient care in the clinic. This course includes discussion of motor development and developmental abnormalities of the nervous system.

**PTNR 7050 - Neurology Residency Capstone Project - 1 credit hour:** The resident applies the principles of evidence-based practice and system-based practice to a real patient case. The resident is expected to submit a written case study, including an abstract submission suitable for presentation at a combined sections meeting, detailing this application at the completion of the course. The resident also submits a reflection of how they have contributed to knowledge translation at their clinical site.

## Orthopedic Physical Therapy Residency Program

This residency program is a post-professional curriculum designed to elevate the clinical skills and knowledge from a general practitioner to that of a clinical specialist in orthopedic physical therapy. Upon completion of the residency program the resident will be prepared to take the Orthopedic Board Certification exam with the American Physical Therapy Association and practice patient-centered evidence-based orthopedic physical therapy at the competence level of an orthopedic clinical specialist.

### Length of Program

The 10 credit hour residency program can be completed in one year.

### Tuition

Tuition is due two weeks before the start of class. For programs that have payment per program, payment in full is due prior to the start of the program or per their admissions agreement on a quarterly payment schedule. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year. Tuition is \$8,496.00.

### Admissions

#### Application Process

ASHS' Orthopedic Physical Therapy Residency program participates in a centralized application processing service called the Residency/Fellowship Physical Therapist Centralized Application Service (RF-PTCAS). Applications may be obtained through RF-PTCAS at <https://rfptcas.liaisoncas.com/applicant-ux/#/login>. Questions regarding the RF-PTCAS account may be directed to RF-PTCAS at 617.612.2875 or by email at [rfptcasinfo@rfptcas.org](mailto:rfptcasinfo@rfptcas.org). All other questions should be sent to Admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

#### Application Deadline

Application opens early October, one year prior to the applicant's anticipated enrollment. The deadline to apply through RF-PTCAS is the year of anticipated enrollment.

#### Admission Requirements

Applicants for admission to the Orthopedic Physical Therapy Residency program must meet the following requirements prior to matriculation.

##### Minimal eligibility requirements for acceptance into the program include:

- Graduation from a CAPTE (Commission on Accreditation of Physical Therapy Education) physical therapy program

Upon acceptance and prior to matriculation

- License to practice physical therapy in Arizona
- Employment in an approved clinical practice in Arizona with an approved clinical mentor
- Personal malpractice liability coverage is required

## Clinical Requirements

- Resident must be employed in an approved physical therapy clinical setting in Arizona with a wide variety of patients with orthopedic musculoskeletal conditions
- Resident must have an APTA orthopedic certified specialist provide 2.5 hours of one-on-one mentoring in patient care per week. Mentoring for each resident is an organized collaboration between the "site mentor" and core University faculty.

## Application Requirements

1. Submit primary application through RF-PTCAS.
  - a. Items required of applicants in the RF-PTCAS primary application:
    - i. Complete RF-PTCAS application and fee
2. Program specific supplemental requirement:
  - a. Supplemental fee of \$70
  - b. Additional information detailing clinical site and mentor
  - c. Interview with residency program director and/or faculty
3. All students are required to demonstrate proficiency in English when applying to the Arizona School of Health Sciences, A.T Still University. See the ASHS English Proficiency section for more details.
4. Applicants are expected to be computer literate and experienced in word processing. All curricula require extensive computer usage. Accepted applicants are required to have a laptop computer prior to the first day of class.
  - a. See the Minimum Technology Specifications under the General Admission Requirements section.

### **ASHS is looking for the following qualities in applicants to the residency program:**

- A Strong desire to advance clinical skills and knowledge
- Strong communication in clinical reasoning skills
- Evidence of self-initiative and self-responsibility
- Commitment to patient-centered practice

## Curriculum

The curriculum delivery is blended with online resources, directed learning activities, clinical mentoring, and laboratory practical course work. The program has been developed to accommodate the full time working individual who is currently seeing patients in an outpatient clinical setting. The program is 12 months in duration.

"Orthopedic Physical Therapy Description" on examination, evaluation, diagnosis, prognosis, intervention, and treatment outcomes for common musculoskeletal conditions. Developing patient centered evidence-based practice will be the focus of the curriculum.

## Course Descriptions and Credit Values

**PT 851 - Orthopedic Physical Therapy Residency 1 - 5 credit hours:** This course will begin by developing a framework to assist the resident in thinking about and discussing clinical reasoning during the orthopedic physical therapy residency. The framework for clinical reasoning will then be used to discuss the management of patients with orthopedic conditions of the following body regions: lumbo-pelvic, cervical thoracic, and shoulder. Current evidence



supporting the management of patients with these conditions will be presented. Topics for each body region will include examination, evaluation, diagnosis, prognosis, interventions, and outcomes.

**PT 852 - Orthopedic Physical Therapy Residency 2 - 5 credit hours:** The framework for clinical reasoning will be used to discuss the management of patients with orthopedic conditions of the following body regions: hip, knee, foot and ankle, elbow, wrist, and hand. Current evidence supporting the management of patients with these conditions will be presented. Topics for each body region will include examination, evaluation, diagnosis, prognosis, interventions, and outcomes. This course will also review the foundational knowledge and application of musculoskeletal imaging to orthopedic physical therapy. This course will also include a clinical education unit.

# CGHS

COLLEGE OF GRADUATE HEALTH STUDIES

Dear Student and Colleague,

Welcome to the College of Graduate Health Studies (ATSU-CGHS) and A.T. Still University of Health Sciences (ATSU). You are part of a rich history; joining an institution that has educated health professionals since 1892. ATSU instills in students the compassion, experience, and knowledge required to address the whole person and shape healthcare in communities where needs are greatest.

We are pleased you have selected ATSU-CGHS and assure you we are dedicated to your success. We strive to create a learning-centered environment to support your professional education.

In this catalog, you will find important information related to your educational journey. Please read the catalog carefully so you fully understand ATSU-CGHS policies and procedures. We also encourage you read the University Student Handbook.

On behalf of ATSU-CGHS administration, faculty, and staff, I wish you nothing but success throughout your academic endeavors.

All the best,

Don Altman, DDS, DHSc, EdD, MPH, MBA, MA  
Professor and Dean, College of Graduate Health Studies

## About ATSU-CGHS

### Program Accreditation

The Master of Public Health and Master of Public Health with Dental Emphasis degree programs are accredited by the Council on Education for Public Health – 1010 Wayne Avenue, Suite 220, Silver Spring, MD 20910 – 202.789.1050.

### ATSU-CGHS Purpose Statement

The College of Graduate Health Studies is a learning-centered online school, focused on academic excellence. We are dedicated to preparing leaders for socially responsible practice, policy, and scholarly activity to improve prevention initiatives, wellness, and health care delivery to the underserved.

#### *Vision*

The College of Graduate Health Studies will be the preeminent school for leaders in the health-related industry. We will provide an innovative curriculum facilitated by distinguished faculty and exceptional support staff, that prepares our students to integrate theory into practice to meet the growing needs of domestic and global health and wellness.

#### *Values*

**Leadership:** We value leadership development for our students, faculty, and staff and encourage participation in community and professional service.

**Integrity:** We value the highest ethical principles of fairness and honesty in all of our interactions.

**Scholarship:** We value critical thinking and the generation of ideas through innovation and analysis.

**Diversity:** We value differences among people and their personal and professional perspectives.

**Interprofessional education:** We value the combined contributions of our educational community and work to achieve an environment of teamwork and collaboration.

**Innovation:** We value a continual and aggressive push to develop new and efficient mechanisms for learning, teaching, and technological delivery.

### Contact ATSU-CGHS

A.T. Still University – College of Graduate  
Health Studies  
800 W. Jefferson Street  
Kirksville, MO 63501  
[www.atsu.edu/cghs](http://www.atsu.edu/cghs)

Donald Altman, DDS, DHSc, EdD,  
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Dean  
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660.626.2709  
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Terry Wise, D Min, PhD, JD  
Associate Dean, Online Operations  
660.626.2709  
[tswise@atsu.edu](mailto:tswise@atsu.edu)

Academic Advisors  
All programs  
660-626-2658  
cghsacademicadvisors@atsu.edu

Aesha Turner  
Executive Assistant to the Dean  
480.265.8021  
aturner@atsu.edu

## ATSU-CGHS School Policies

The following policies or guidelines apply to all programs at ATSU-CGHS.

### Admissions

#### *Application Process*

The College of Graduate Health Studies (ATSU-CGHS) uses an online admissions system. Please visit <https://cghsfastapp.com> to access the A.T. Still University common application system. Additional information regarding the program application deadline date, tuition, and expenses, and related financial assistance can be found at [www.atstu.edu](http://www.atstu.edu), or by calling 877.626.5577 or emailing [cghsonlineadmissions@atsu.edu](mailto:cghsonlineadmissions@atsu.edu).

A.T. Still University is no longer accepting applicants for the online Doctor of Health Education program.

#### *Admission Requirements for all programs except the Graduate Nursing Pathway Program*

1. Academic:
  1. Minimum Cumulative Grade Point Average of 2.5 (on a 4.0 scale) at the qualifying degree institution.
    1. Arizona School of Dentistry & Oral Health (ATSU-ASDOH), the Missouri School of Dentistry & Oral Health (ATSU-MOSDOH), or the School of Osteopathic Medicine in Arizona (ATSU-SOMA) students who apply to the Master of Public Health with Dental Emphasis (MPH-DE) or the Master of Public Health-SOMA programs are admitted by virtue of being a residential student in good standing.
    2. Students who withdraw from a program of study, after completing a minimum of 16 credit hours, and apply through Admissions for re-entry, will be considered for re-entry based on the cumulative grade point average attained in the program at the time of withdrawal.
  2. An accredited degree from a university recognized by the Department of Education (bachelor's degree or higher for master's programs and a master's degree or higher for doctoral programs).
    1. Applicants who graduated from a university outside the United States may be required to provide a degree equivalency evaluation.
  3. Official transcript from the qualifying degree-granting institution.
    1. For students using VA benefits transcripts for all institutions attended are required.
  4. Some degree programs may require experience or credentialing relevant to the field.
2. Elements of Success:
  1. A current resume
  2. Completion of an essay
  3. English Proficiency\*
  4. Meeting of technology requirements\*\*

\*Applicants are required to demonstrate proficiency in English when applying to A.T. Still University's College of Graduate Health Studies. Written and spoken proficiency in the English language may be demonstrated by one of the following options:

- Option 1 – English is your first language.
- Option 2 – Graduated from an accredited four-year college or university recognized by the Department of Education in the United States with a BA or BS or graduate degree.
- Option 3 – You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL).
  - The Computer Based Test (CBT), Internet-Based Test (iBT), or the Paper Based Test (PBT) is accepted. The following are the minimum required score based on test type:
    - CBT – minimum total score of 213
    - iBT – minimum total score of 80
    - PBT – minimum total score of 550
  - The TOEFL is administered by TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ, 08541-6151, USA 609. 771.7100. Information is available at <http://www.ets.org/toefl>. A.T. Still University's institutional code is 0339. Please be sure to include this information when you submit your application packet. TOEFL Educational Testing Services P.O. Box 6151 Princeton, NJ 08541-6151 609.771.7100

\*\*Technology requirements as outlined at: <http://its.atsu.edu/knowledgebase/cghs-technology-requirements/>

### *Admission Requirements for the Graduate Nursing Pathway Program*

1. Application:
  - Completed and signed admissions application along with a nonrefundable application fee.
2. Academic:
  - An accredited degree from a university recognized by the Council for Higher Education Accreditation. Applicants who graduated from a university outside the United States may have to provide a degree equivalency evaluation.\*
  - Official transcript from the qualifying degree-granting institution. For students using VA benefits transcripts for all institutions attended are required.
  - Minimum Cumulative Grade Point Average (CGPA) of 3.0 (on a 4.0 scale) at the qualifying degree institution.
  - Evidence of a current unencumbered RN license held in the state in which the attainment of applied non-clinical skills hours will occur.
3. Elements of Success:
  - A current resume or CV
  - Completion of a brief essay
  - English Proficiency \*\*
  - Meet ATSU technology requirements

\*Applicants who have graduated from a foreign college or university should submit acceptable evidence of U.S. degree/course equivalency. All course work taken at the foreign institution must be evaluated for American institution equivalence by one of the following services:

- World Education Services P.O. Box 5087 Bowling Green Station New York, NY 10274-5087 p: (212) 966-6311 f: (212) 739-6139 [info@wes.org](mailto:info@wes.org)

- Educational Credential Evaluators, Inc. P.O. Box 514070 Milwaukee, WI 53203-3470 (414) 289-3400
- American Assn. of Collegiate Registrars & Admissions Officers One Dupont Circle, NW, Suite 520 Washington, DC 20036-1135 (202) 293-9161
- Josef Silny & Associates, Inc. International Education Consultants 7101 SW 102 Avenue Miami FL 33173 p: (305) 273 -1616 f: (305) 273 -1338 info@jsilny.com
- Intl. Education Research Foundation, Inc. PO Box 3665 Culver City, CA 90231-3665 (310) 258-9451

\*\*Applicants are required to demonstrate proficiency in English when applying to A.T. Still University's College of Graduate Studies. Written and spoken proficiency in the English language may be demonstrated by one of the following options:

- Option 1 - English is your first language.
- Option 2 - Graduated from a regionally accredited four-year college/university in the United States with a BA/BS or graduate degree.
- Option 3 - You are demonstrating your English proficiency by submitting acceptable scores on the Test of English as a Foreign Language (TOEFL).

Acceptable minimal scores for CGHS applications are:

The Computer Based Test (CBT), Internet-Based Test (iBT), or the Paper Based Test (PBT) are accepted. The following are the minimum required score based on test type:

- CBT - minimum total score of 213 Minimum of 22/Reading Skills section | Minimum of 26/Writing Skills section
- iBT - minimum total score of 80 Minimum of 22/Reading Skills section | Minimum of 24/Writing Skills section
- PBT - minimum total score of 550 Minimum of 57/Reading Skills section | Minimum of 61/Writing Skills section

The TOEFL is administered by TOEFL/TSE Services, P.O. Box 6151, Princeton, NJ, 08541-6151, USA 609.771.7100. A.T. Still University's institutional code is 0339. Please be sure to include this information when you submit your application packet. TOEFL Educational Testing Services P.O. Box 6151 Princeton, NJ 08541-6151, 609.771.7100

### *ATSU-CGHS Program Transfer*

Students who wish to transfer to another academic program within ATSU-CGHS must apply to that program through Admissions. To apply for admission to another academic program, an applicant must submit an application including an essay and all other supporting documentation (i.e., letters of reference, medical documentation, etc.) to Admissions by the admissions deadline for the semester and block in which a student wishes to enroll. An applicant may also include additional supporting documentation for the admissions committee to consider.

The Admissions Committee reserves the right to accept, reject, or defer any application. Applicants are notified following the committee's decision. Successful applicants are granted a specified time period to notify the Admissions Department of the intention to enroll. After acceptance, matriculation is subject to the satisfactory completion and verification of all academic and admission requirements.

### *Transfer Credit*

Please refer to the Transfer Credit Policy located in the ATSU Policies section of this catalog. ATSU-CGHS only accepts up to three courses or 9 credit hours (whichever is less) for transfer.

The Master of Public Health with Dental Emphasis with a Dental Public Health Residency Certificate Program does not accept transfer credits. All residents must earn their MPH with a Dental Emphasis from ATSU while in the 25-month residency.

### *Selection of Applicants*

Applicants are selected by the Admission Committee for a specific start date. No deferrals are allowed. The Admissions Committee seeks applicants capable of meeting the academic standards of ATSU-CGHS. Completed applications, in compliance with minimum admission requirements, are reviewed for academic performance, extracurricular and co-curricular activities, work and life experience, recommendations, and interest in health education, health administration, health sciences, kinesiology, or public health.

### *Non-Degree Seeking Status*

Non-degree seeking status may be granted to applicants with a cumulative GPA as low as 2.3. Students who achieve a 3.0 cumulative GPA on two courses may then subsequently apply for program admission.

## **Minimal Technical Standards for Admission and Matriculation**

### *Introduction*

A.T. Still University's College of Graduate Health Sciences (ATSU-CGHS) is committed to equal access for all qualified applicants and students. Minimal Technical Standards state expectations of ATSU-CGHS students. The Technical Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards are a guide for accommodation of students with disabilities. Accommodations can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

### *Statement of Diversity and Inclusion*

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

ATSU-CGHS admits and matriculates qualified students per the policies found in the ATSU-CGHS Catalog. ATSU-CGHS prohibits discrimination against anyone on the basis of race, color, national origin, religion, sex, age, sexual preference or disability. ATSU-CGHS expects all students to meet certain minimal technical standards as set forth herein. The standards reflect what the College of Graduate Health Sciences believes are reasonable expectations of online learning and performing common course work.

### *Categories of Technical Standards:*

Students must be able to read, integrate, analyze, and synthesize data consistently, accurately, and in a timely fashion, as demonstrated by the ability to carry out the activities described below. Students must possess, at a minimum, the skills and abilities outlined in the chart below. The examples mentioned are not intended as a complete list of expectations, but only as samples demonstrating the associated standards.



Category	Standard	Example
Observation	<ul style="list-style-type: none"> <li>• Sufficient uncorrected or corrected visual acuity for reading</li> </ul>	<ul style="list-style-type: none"> <li>• Able to read text on a computer monitor as well as hard print media suitable to meet the course requirements</li> </ul>
Communication	<ul style="list-style-type: none"> <li>• Possess fluent formal and colloquial oral and written English skills</li> <li>• Capable of writing in English effectively</li> <li>• Capable of reading English effectively</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate command of the course material to instructor</li> <li>• Understand oral and written lectures, ask questions and understand answers</li> <li>• Explain procedures in writing and discuss results with instructors and fellow students</li> <li>• Complete written course assignments</li> <li>• Participate via the written word in on-line group discussions</li> </ul>
Computing Abilities	<ul style="list-style-type: none"> <li>• Possess sufficient computer skills to operate a computer system</li> <li>• Possess sufficient computer skills to navigate online.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate the ability to navigate in an online environment suitable to meet course requirements.</li> <li>• Able to adjust computer settings</li> <li>• Able to download software, patches, and drivers with minimal or no assistance</li> </ul>
Physical	<ul style="list-style-type: none"> <li>• Possess sufficient skills to perform tasks on a computer.</li> </ul>	<ul style="list-style-type: none"> <li>• Able to place and remove information into and from the computer.</li> </ul>
Intellectual, Conceptual, Integrative and Quantitative	<ul style="list-style-type: none"> <li>• Apply knowledge, skills and values learned from course work and life experiences to new situations</li> <li>• To receive, decode, interpret, recall, reproduce and apply information in the cognitive form to solve problems, evaluate work, gauge progress and demonstrate understanding of course material</li> </ul>	<ul style="list-style-type: none"> <li>• Interact in writing with group discussions synthesizing, explaining, and presenting information and conclusions in such a way as to help establish and maintain an active learning environment.</li> </ul>
Behavioral and Social	<ul style="list-style-type: none"> <li>• Possess the emotional health required for full use of intellectual abilities</li> <li>• Exhibit appropriate behavior, judgment, and ethical standards</li> <li>• Develop mature and cooperative relationships with peers, faculty and staff members</li> </ul>	<ul style="list-style-type: none"> <li>• Interact through appropriate electronic, telephone, written and oral communication with peers, faculty and staff members.</li> <li>• Project an image of professionalism.</li> <li>• Work independently on all projects.</li> <li>• Interact professionally, ethically and confidentially with peers, faculty and staff members</li> </ul>

- Control temper and never perpetrate harassment

### *Additional Information*

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

### *Applying for Academic Adjustments*

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

### **Auditing a Course**

ATSU-CGHS does not allow auditing of courses at this time.

### **Grading**

ATSU-CGHS programs adhere to the University grading scale.

ATSU-CGHS does not round scores. Grades are assigned by faculty members and are based on the points possible in any given course. Final grades are posted in the CampusNexus Portal 14 days after the last day of the semester block.

### *Incomplete Grade*

While it is expected requirements for completion of a course are met at the end of a term, there are times when it is necessary for a student to request an incomplete grade. An incomplete grade may be issued by an instructor if a student presents in writing a rationale for circumstances beyond his or her control that prevented completing the class in a timely fashion and the student completed at least 50% of the assigned coursework at the time of request.

At the time when an incomplete grade is requested, a student must be passing the class with a grade of C or higher. Other than in cases of emergency, this request must be received by the instructor no later than two weeks prior to the end of a term. If an instructor submits an incomplete grade, an "I" shall be entered on the final grade form. An instructor must complete an incomplete grade form on which the conditions for removal of the grade of "I" are specified and the date any missing work must be submitted is included.

In general, an incomplete grade must be removed within two weeks of the end of a term, unless the extenuating circumstances warrant a longer time. A copy of all documentation for removal of an incomplete grade must be submitted to the department chair. It is a student's responsibility to meet the conditions for the removal of the "I" grade. If there are additional extenuating circumstances, a student may request an extension of the "I" grade; but in no case will an extension be allowed for more than one calendar year following the end of the term in which the "I" grade was granted. If an "I" grade is not changed in one calendar year, it will automatically revert to a grade of F (excluding dissertation-only courses). Students with an outstanding grade of "I" are not eligible to graduate.

## *Appealing a Grade*

Students who wish to file an academic appeal concerning a course grade should visit the Academic Appeals policy located within the ATSU Policies section of the Catalog.

## **Plagiarism and Cheating**

### *Plagiarism and Cheating Defined*

Plagiarism is the presentation of another's work as if it were one's original. Proper and complete citation and reference, in accordance with APA style guidelines, is required of all student work. Specific examples of plagiarism and cheating include:

- Cutting and pasting or re-entering information from another's work into a document without correct citation or attribution
- Information is attributed to a source other than the original
- Material authored by someone else is submitted as original work
- Turning in previously prepared work, in part or in whole, is considered self-plagiarism and is unacceptable. In instances where it may be appropriate to include prior work, the student must obtain permission from the instructor to include the prior work.
- Information is properly cited but the paraphrasing is not substantively different from the original source
- Infrequent or missing citations

### *Plagiarism Sanctions*

All assignments submitted for a grade are subject to review for plagiarism. The consequences of plagiarism vary based on whether the incident is a first, second, or third occurrence.

**First occurrence:** A first instance of plagiarism is generally believed to result from a lack of familiarity and inexperience using APA guidelines and is perceived as a misuse of sources.

The sanctions for a first offense generally are, but not limited to:

- Required completion of the University Writing Center's Proper use of Resources tutorial
- A grade of zero on the assignment
- Resubmission of the assignment for a reduced grade
- Students who choose not to participate in the tutorial or fail to complete the tutorial will receive a grade of zero on the assignment

**Second occurrence:** A second occurrence of plagiarism is a more serious academic offense and is not attributed to naiveté, ignorance of guidelines, or a misunderstanding of what constitutes acceptable graduate scholarship at ATSU.

The sanction for a second plagiarism offense is, but is not limited, to:

- A grade of F in the course

**Third occurrence:** A third occurrence of plagiarism is seen as a student's chronic inability or refusal to produce acceptable graduate-level scholarship.

The sanction for a third plagiarism offense is, but is not limited, to:

- Expulsion from the university

## Academic Probation

If a student fails to meet the 3.0 cumulative GPA, he or she will be placed on academic probation. There are two phases of academic probation.

### *Phase I Academic Probation:*

- Student is limited to a maximum of two courses per semester block.
- Student's cumulative GPA must be a 3.0 or above at the end of the probationary semester.
- If a student receives a grade of W during the probationary semester, he or she automatically fails to meet the requirements of probation.

If a student meets the requirements of the probationary period, he or she is removed from academic probation and returned to good academic standing. ATSU-CGHS students in poor academic standing when withdrawing from all courses in a semester block are required to petition the program chair for re-entry.

### *Phase II Petition Academic Probation:*

If a student fails to meet the requirements of Phase I Academic Probation, Phase II is not automatically granted. Requirements for this phase include:

- Student must petition the department chair or program chair in writing within 5 days of notification.
- Student is limited to two courses per block.
- If a student receives a grade of W during the probationary semester, he or she automatically fails to meet the requirements of probation.
- Student's cumulative GPA must be a 3.0 or higher at the end of the probationary semester.
- Students must meet any additional criteria outlined by a program chair during the Phase II academic probation term.

If a student meets the requirements of the probationary period, the student returns to good academic standing.

Students on Phase I probation who do not meet probation requirements and fail to request Phase II probation will be administratively withdrawn from a program of study. Students denied Phase II probation or who fail to meet requirements on Phase II probation may be dismissed from a program of study.

## Continuous Enrollment

ATSU-CGHS students who are finished with all coursework and completing culmination projects (practicum, dissertation, applied research project, doctoral research project, etc.) must maintain continuous enrollment until completion of all graduation requirements. Students will be assessed a continuous enrollment charge for each semester block that the student maintains enrollment until all degree requirements are completed. More information on the University's continuous enrollment process may be found under the Enrollment Status Definitions within the ATSU Policy section.

## Course(s) or Program of Study Withdrawal

Students who have been inactive one semester may resume their program of study by contacting their Academic Advisor and registering for courses prior to the registration deadline.

ATSU-CGHS students who are not registered for courses in a semester are considered in Incomplete-Withdraw status and must register for courses in the following semester or be administratively withdrawn from the program. In most

instances, students withdrawn from ATSU, regardless of the reason, must apply for re-admission and fall under the most recent academic catalog and admission requirements.

ATSU-CGHS students in poor academic standing when withdrawing from all courses in a semester block are required to petition the program chair for re-entry.

For the specific policy on grades awarded for withdrawal, please see the Withdrawal from School section of the Matriculated Student Policies.

## Graduation Requirements

A degree is awarded at the end of the semester following completion of requirements. Attending commencement is not required but highly recommended. Students who only have one registered block of coursework to complete may participate in the graduation ceremony under the following guidelines:

- Students who only have one registered block of coursework to complete
- Dissertation Only Students (DHA & DHEd): The student has obtained committee approval of Dissertation Chapter 4
- Practicum Only Students: The student has identified a practicum site, the practicum supervisor is in place, and the practicum plan (with an anticipated completion date in the next block) is approved

The official graduation date on the transcript and diploma will be the last day of the semester.

The following items must be completed in order to request a final transcript or verification letter:

- Cumulative GPA 3.0
- Credit earned in all required courses (to earn credit for a course a student must earn a grade of C or higher)
- Zero financial balance is determined by the Finance Office
- Exit interview with Enrollment Services (if student received financial aid at ATSU)
- Graduate exit survey completed
- Any programmatic specific graduation requirements

## Degree Completion

Students at ATSU-CGHS are expected to complete a degree in a program's standard plan of study. Students will have a maximum degree completion timeline of five years for a master's program and seven years for a doctoral program from the time of initial enrollment. Failure to complete a degree program in the time allowed may negate some or all previously earned degree credits.

## Academic Standards, Guidelines, and Requirements

### Academic Standing

In order to maintain good academic standing, students must maintain a 3.0 cumulative GPA. Academic standing is evaluated after the Fall and Spring semesters.

### Participation in Courses

Please see the ATSU Policies section of this catalog for the University policy on student absences. In addition to the University policy, ATSU-CGHS requires the following:

As a student in an online program, it is expected you participate in all class activities every week. The academic week is from 12:00 AM Arizona time Monday morning through 11:59 PM Arizona time the following Sunday. Participation is defined as having completed one or more of the activities required in any week. These include:

- Participate in the class discussion
- Submit a paper
- Complete a quiz or examination
- Complete some other assignment as presented in the course syllabus

If a student does not complete any activities during the first week of class, he/she will be administratively withdrawn.

### *Textbooks*

The booklist is posted on the ATSU portal six weeks prior to the start of a semester block. Students should order books from this list only for the new semester block.

It is a requirement that students have all required books on the first day of class. Students may purchase books from any bookstore.

### *Course Access*

Students are granted Canvas course access one week prior to the first day of class.

### *Course Cancellation*

The institution has the right to cancel a course. Any student enrolled prior to a course cancellation will receive a full refund of tuition paid.

### *Inclement Weather Policy*

In the event a major weather occurrence prevents a student from accessing a class, instructors will work with the student to set reasonable accommodations to accept assignments after a due date. Instructors may request documentation from a student if a weather occurrence is not widespread.

### *Late Assignment Policy*

Late work is not accepted without prior approval of your instructor. Failure to obtain approval before the due date may result in a zero for the assignment.

In the event you are unable to submit work to Canvas by the deadline, you must:

1. notify your instructor through the Canvas messaging system and attach your assignment, and
2. open a ticket with IT by calling 1-866-626-2200. Be sure to keep the ticket number as documentation the issue has been reported.

Once the IT issue has been resolved, you should then submit your work through Canvas for grading.

### *Reuse of Work Policy*

When a student withdraws or fails a class and then retakes it, all previously prepared work, in part or in whole, may not be resubmitted. The consequences for using previously submitted work vary based on whether the incident is the first or second occurrence.

**First Occurrence:** A first instance of using previously submitted work is generally believed to be due to lack of familiarity with this policy. The possible sanctions for the first occurrence are, but are not limited to:

- A grade of zero for the assignment.
- The program chair may allow the student to revise the assignment within 7 business days of notification for a grade up to 80% of the possible points.

**Second Occurrence:** A second instance of using previously submitted work is generally believed to be purposeful. The sanction for the second occurrence is, but is not limited to:

- A grade of F for the course.

**Third Occurrence:** A third instance of using previously submitted work is viewed as the student's refusal to follow this policy. The sanction for third occurrence is, but is not limited to:

- Dismissal from the university.

### *Program Cancellation*

Should the institution cancel a program, currently enrolled students are permitted to complete a program before it is discontinued. No new students are permitted to enroll in a program the institution has canceled.

## Doctor of Education [in Health Professions] Program

The Doctor of Education (EdD) program complements the University's mission of encouraging its constituencies to become leaders in improving community health and wellness with a comprehensive appreciation of the whole patient while helping to create the best health professions educators in the world. This program is for health professionals wanting to advance their careers in education, leadership, and scholarship. We provide graduates with the knowledge and skills to become successful educators, leaders, and researchers in the health professions. Our graduates are trained to perform with the highest ethical standards and sensitivity to cultural diversity. This program is one of few fully online doctorate degrees in health professions education and challenges students to examine the current state of health professions education and their individual roles and responsibilities within it. This program integrates web-based instructions, directed readings, and discussions among students and faculty. The College uses mission-driven, problem-based curriculum design and assesses student learning through authentic embedded assessments. Students complete a doctoral research project (DRP) within a structured approach that allows for faculty and student feedback along the way.

About the EdD in Health Professions Program & Doctoral Research Project (DRP)

- Career options for EdD in Health Professions graduates may include:
  - Professor at a college or university in a multitude of health professions
  - Director of health education department or program
  - Director of community health services
  - Health professions clinical educator
- A student's doctoral research project (DRP) trains students in the application of research to professional practice. The DRP consists of five courses taken after the completion of the core courses. It is recommended that students have a 3.0 cumulative GPA before entering the DRP portion of the program. Students will be required to achieve a minimum of a B in the DRP courses in order to progress.

### Length of Program

The Doctor of Education program is comprised of 55 credit hours.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$712 per credit hour	\$32.00 per credit hour

### Curriculum

#### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.



The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

## First year

**EDUC 7300 - Cultural Competence and Multicultural Education - 3 credit hours:** Students examine the influence of diversity, culture, ethnic origin, and societal change on educational and health care institutions. Students will learn how to teach and lead in the continuously changing global environment. Students explore how language, gender, race, tradition, education, economic structure, societal transitions, and global events affect how educational and organizational philosophies are developed. In addition, this course will concentrate on multicultural teaching and learning.

**EDUC 7500 - Technology and Educational Transformation - 3 credit hours:** Students will examine how technology has transformed health care and educational environments. Topics include how to integrate technology into instructional design and how to evaluate the effectiveness of technology. Copyright, fair use, and the Teach Act will be discussed, and students will have the opportunity to experiment with some of the latest technology tools.

**EDUC 7700 - Finance and Budgeting - 3 credit hours:** Students will examine financial concepts and theories that influence the budgets of higher education institutions. Topics include potential revenue sources, budgeting techniques, effect of legislative action on budgets of higher education institutions, cost sharing concepts, reallocation concepts, and downsizing.

\*Students may take DHAD 8200 - Healthcare Economics and Financial Management which focuses on finance and budgeting for health care organizations instead of higher education institutions if they prefer; however, they must notify their Academic Advisor before they can begin their program since this may alter their academic degree plan.

**EDUC 8100 - Innovative Teaching Strategies in the Health Professions - 3 credit hours:** Students will learn about traditional and emerging learning theories in pedagogy and andragogy. Topics discussed include student-centered learning, heutagogy, Pedagogy 2.0 and 3.0, problem-based learning, and transformative learning. Emphasis will be placed on teaching and learning in the face-to-face, hybrid, and online learning environments.

**EDUC 8300 - Qualitative Research - 3 credit hours:** Students will develop a theoretical framework for qualitative research. Topics include how to conduct various types of qualitative research projects through interviews, observations, and open-ended data, as well as how to analyze and report results. Students will conduct, analyze, and report qualitative data.

**EDUC 8500 - Instructional Design and Program Planning - 3 credit hours:** Students will examine the use of a systematic process-based on learning theory to plan, design, and implement effective instruction for health professions education. Students will use educational taxonomies for the creation of instructional objectives for traditional and competency-based programs, and they will learn techniques for mapping curriculum.

**EDUC 8700 - Student Assessment - 3 credit hours:** Students will learn how to create authentic assessments within a health professions curriculum. Best practices in assessment will be discussed, and students will create problem-based,

competency-based, and transformative assessments that provide them with critical thinking and career-specific skills to facilitate training and education in the workplace.

**EDUC 8900 - Educational Program Evaluation - 3 credit hours:** Students will be introduced to educational program assessment and evaluation. Topics include meeting health programmatic accreditation requirements, creating academic institutional effectiveness plans, program creation and revision, curricular evaluation, and strategic program assessment at the college and university level. Other topics discussed include evaluating certification and licensure pass rates, retention and attrition statistics, and integrating advisory board guidance into educational programs.

## Second year

**EDUC 9610 - Literature Review for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**EDUC 9600 - Proposal Preparation for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**EDUC 7100 - Transformative Leadership and Ethics - 3 credit hours:** Students will be provided an introduction to the organization and governance of health care organizations, colleges, and universities. Faculty, academic and administrative contexts, and organizational cultures within which students may be employed will be explored. Topics discussed include organizational theory, employee evaluation, ethics, institutional effectiveness, and accreditation.

**EDUC 7900 - Quantitative Research - 3 credit hours:** Students will be provided with an overview of the types of quantitative designs and statistical techniques. Students will learn about descriptive statistics; sampling techniques; statistical inference, including the null hypothesis, significance tests, and confidence intervals; and causal-comparative analyses, including t-test and ANOVA. Students will be required to do hands-on activities, and interpretation of data will be emphasized.

**EDUC 9620 - Research Design for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

## Third year

**EDUC 9630 - Data Analysis for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**EDUC 9640 - Publication for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

### **Other Courses**

**EDUC 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

## Doctor of Health Administration Program

CGHS' doctorate program in health administration prepares students for executive leadership in the field. Graduates earn their health administration degree entirely online and can continue to work in this fast growing segment of the U.S. labor market. The U.S. Department of Labor forecasts that the medical and health segment of the economy will continue to grow, making the Doctor of Health Administration significant for those interested in career advancement and/or a new career in health care management education.

This program integrates web-based instruction, directed readings, email, discussion boards, and dissertation collaboration between students and faculty. The College uses mission driven, context-based curriculum design, and assesses student learning through authentic assessments.

DHA dissertation courses are pass/fail, so they do not contribute to the student's cumulative GPA. Therefore, students must have a 3.0 cumulative GPA before entering the dissertation phase of the program.

### Program Mission Statement

The ATSU College of Graduate Health Services' Health Administration program is learner-centered and prepares current and future healthcare leaders seeking to advance their scholarship and professional practice in health administration. Our graduates are prepared to become well regarded leaders who are recognized contributors to improving overall population health and furthering the osteopathic traditions of whole person healthcare.

### Program Vision

The ATSU College of Graduate Health Services' Health Administration program is learner-centered and prepares current and future healthcare leaders seeking to advance their scholarship and professional practice in health administration. Our graduates are prepared to become well regarded leaders who are recognized contributors to improving overall population health and furthering the osteopathic traditions of whole person healthcare.

### Program Vision

The ATSU Health Administration program will be globally recognized for its learner-centered program where students, faculty, and administration work together to make a measurable difference in worldwide healthcare outcomes.

### Program Values

Leadership – We value modeling and mentoring strong leadership skills that inspire individual and organizational excellence.

Integrity – We value strong ethical principles and fairness in our individual actions and our organizational decision making.

Diversity – We value the ideas and beliefs of all of our stakeholders, and work to foster an inclusive environment that respects the dignity of all.

Innovation – We value creative approaches to thinking, teaching, learning, scholarship, and research that inspire our students and faculty to promote positive change in the healthcare environment.

Lifelong learning – We value the pursuit of impactful knowledge that enhances the personal and professional development of all stakeholders, improves professional practice, builds learning communities, and promotes continual educational enrichment.

## Length of Program

The Doctor of Health Administration program consists of 42 credit hours, plus a minimum of 20 dissertation credit hours, for a total of 62 credit hours.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

<b>Tuition</b>	<b>Student Technology Fee</b>
\$1,000 per credit hour	\$32.00 per credit hour

\*\* DHA students enrolled beginning in 2016-2017 will not pay a separate dissertation fee per block. The below figures represent the charge to students enrolled in dissertation prior to 2016-2017.

<b>Dissertation Tuition</b>	<b>Student Technology Fee</b>
\$3,750 per block**	\$160.00 per block

## Curriculum

### Course Descriptions and Credit Values

#### Dissertation Courses

Students who have successfully completed 100% of the course work, have a completed DHA Portfolio, and have a 3.0 or higher GPA are eligible to begin Dissertation I, the first in a four course series. Each course requires the student to complete the matching dissertation chapter (i.e. Chapter 1 in Dissertation I; Chapter 2 in Dissertation II; Chapter 3 in Dissertation III; and Chapter 4 in Dissertation IV). Each course is five credits, for a total of 20 dissertation credits. Each dissertation course is Pass/Fail. An Incomplete grade is possible if all of the assigned work is not completed in a course. However, this gives the student one 10-week extension worth one credit, for which the student must pay. If the assigned work is not complete at the end of the extension, the "I" turns to an "F" and the student must retake the course. If a student has been in a course for four consecutive blocks but has not completed the assigned chapter and fails the course a second time, he or she will be administratively withdrawn from the DHA program. In that case, the DHA will not be awarded. Students are cautioned to avoid extensions as they are provided for extraordinary circumstances, not for students who have simply lagged in completing the course work. It is expected that students will complete each course within the timeframe provided and will not regularly need extensions.

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**DHAD 7000 - Leadership and Practice - 3 credit hours:** Theoretical perspectives will allow students to discover the importance of incorporating leadership into healthcare practice. Each student will be able to link these theories to developing personal leadership competency. Students will also learn the features and benefits of involvement with a professional health care organization such as the American College of Healthcare Executives (ACHE).

**DHAD 7100 - Introduction to Doctoral Studies - 3 credit hours:** This initial course in the Doctor of Health Administration (DHA) program prepares students to successfully integrate academic excellence into the world of healthcare leadership by connecting theory to practice. Students will be introduced to the competency model of the National Center for Healthcare Leadership (NCHL) as well as the specific competencies and requirements of the DHA program at ATSU. Students will have multiple opportunities to strengthen their skills in information gathering, self-development, critical thinking, research, and academic writing.

This course must be taken in the first block and students must receive a passing grade to continue in the program.

**DHAD 7200 - Coaching, Mentoring and Interpersonal Communications - 3 credit hours:** Building upon practical experience gained via the Leadership and Ethics course, participants will examine the importance of succession planning and develop strategies for organizational development. Participants will identify interpersonal communication styles and strengths and further develop communication competencies.

**DHAD 7500 - Population Health - 3 credit hours:** In this executive course students will investigate healthy people and healthy populations. Students will understand historical perspectives and emerging trends of health issues, populations, shared concerns of society and vulnerable groups. This will include public health risks and how they relate to epidemiology, globalization, changing demographics, and other factors that can affect the health and welfare of the overall population. The role of the health care administrator in promoting population health and wellbeing, as well as identification of potential resources for data and optimization of services will be explored.

**DHAD 7600 - Quality Improvement/Performance Excellence - 3 credit hours:** In this executive course, concepts and principles of continuous improvement and patient safety using the Baldrige Criteria will be used. Group work and case studies will allow participants to develop evidence based management principles leading to patient centered, quality driven practices that will result in improved patient outcomes and more efficient and effective organizational practices.

**DHAD 7800 - Health Policy, Law and Regulation - 3 credit hours:** This executive course will cover significant legislation affecting the health care industry, including current topics in health care reform, advocacy, and policy development. Students will learn about significant legal issues and ethical questions affecting health care administrators, as well as the health policy analysis process.

**DHAD 8000 - Negotiation, Mediation and Managing Conflict - 3 credit hours:** In this executive course students will identify personal negotiation style and strengths; and how to use this individualized approach to mediating and managing conflict at various levels of the organization and with both practitioners and non-practitioners.

**DHAD 8050 - Research Methods I - 3 credit hours:** This course focuses on the fundamental techniques involved in the research process and designing empirical studies, including scientific thinking, effective evaluation of literature, identification of problems, and development of purpose statements and hypotheses. This course will also include

reviews of basic statistics, institutional review board and ethical considerations in conducting research, and interpretation of statistical analyses.

## Year 2

**DHAD 8150 - Research Methods II - 3 credit hours:** This course examines qualitative approaches in health administration research. Students will focus on the researcher's role in these types of studies, data collection techniques, data recording methods, data analysis, and validation of results. This course will also evaluate computer software for analyzing qualitative and quantitative data.

**DHAD 8200 - Healthcare Economics and Financial Management - 3 credit hours:** Students will use key financial and economic principles to examine executive level decisions relative to capitalization, credit ratings, debt capacity, alternate funding sources, business plan development, and overall organizational finance strategy. The concepts will be considered from both non-profit and for-profit healthcare organizational perspectives.

**DHAD 8250 - Research Methods III - 3 credit hours:** This course focuses on the principles and techniques involved in quantitative and mixed methods research. Topics addressed include survey research; sampling design; hypothesis development and testing; data exploration, display, and examination; correlation and regression analyses; multivariate analysis; reliability and validity testing; and presentation of study results. This course will also cover mixed methods issues such as sequencing and integration of study findings.

**DHAD 8400 - Healthcare Organization Informatics - 3 credit hours:** In this executive course, students will investigate the qualities necessary to strategically evaluate, select and implement system wide informatics. Consideration is given to the effects of the rapidly evolving informatics field and resulting organizational adaptation. Decision support systems integrating financial, human resources, continuous quality improvement, and strategy and resource utilization will be introduced and applied.

**DHAD 8600 - Health Organization Governance - 3 credit hours:** In this executive course students are involved in processes used to identify and recruit governing boards, and the use of effective management and communication skills to establish board accountability and buy-in. Board development, board composition, fiduciary responsibility, leadership roles and the governing role of the board and its infrastructure are examined.

**DHAD 8800 - Strategic Change Management for Healthcare Organizations - 3 credit hours:** In this executive course, students will investigate and integrate change management practices to strategically position the healthcare organization for the future. Students will assess their organization's current strategic position and apply relevant theoretical models and the necessary change management practices resulting developing organizational adaptability.

**DHAD 9500 - Dissertation I - 5 credit hours:** The dissertation is the culminating project for the DHA program. The topics and projects introduced and implemented during this program of study will be used to complete this requirement. In this course, DHA candidates will finalize their dissertation committees and complete and obtain approval for Chapter 1.

**DHAD 9510 - Dissertation II - 5 credit hours:** The dissertation is the culminating project for the DHA program. The topics and projects introduced and implemented during this program of study will be used to complete this requirement. In this course, DHA candidates will complete and obtain approval for Chapter 2.

## Year 3

**DHAD 9520 - Dissertation III - 5 credit hours:** The dissertation is the culminating project for the DHA program. The topics and projects introduced and implemented during this program of study will be used to complete this requirement. In this course, DHA candidates will complete and obtain approval for Chapter 3, and present and obtain approval of their proposal.

**DHAD 9530 - Dissertation IV - 5 credit hours:** The dissertation is the culminating project for the DHA program. The topics and projects introduced and implemented during this program of study will be used to complete this requirement. In this course, DHA candidates will obtain IRB approval for their study, complete and obtain approval for Chapter 4, and defend the dissertation.

### **Other Courses**

**DHAD 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

**DHAD 9540 – Dissertation - 5 credit hours**

**DHAD 9550 – Dissertation - 5 credit hours**

**DHAD 9560 – Dissertation - 5 credit hours**

**DHAD 9570 – Dissertation - 5 credit hours**

**DHAD 9580 – Dissertation - 5 credit hours**

**DHAD 9590 – Dissertation - 5 credit hours**

**DHAD 9591 – Dissertation - 5 credit hours**

**DHAD 9592 – Dissertation - 5 credit hours**

**DHAD 9901 - Dissertation Research - 1 credit hour:** Additional research studies may be required to complete dissertation course requirements.



## Doctor of Health Education Program

The Doctor of Health Education (DHed) was redesigned and reintroduced as the Doctor of Education [in Health Professions] (EdD). No students will be admitted to the Doctor of Health Education (DHed) program after the Fall of 2016.

About the DHed Program & Doctoral Research Project (DRP)

- Career options for DHed graduates may include:
  - Professor at a college or university in a multitude of health professions
  - Director of health education department or program
  - Director of community health services
  - Health professions clinical educator
- A student's doctoral research project (DRP) trains students in the application of research to professional practice. The DRP consists of five courses taken after the completion of the core courses. It is recommended that students have a 3.0 cumulative GPA before entering the DRP portion of the program. Students will be required to achieve a minimum of a B in the DRP courses in order to progress.

## Length of Program

The Doctor of Health Education program consists of 55 credit hours.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

<b>Tuition</b>	<b>Student Technology Fee</b>
\$712 per credit hour	\$32.00 per credit hour

\* The below figures represent the charge to students enrolled in dissertation prior to 2016-2017.

<b>Dissertation Tuition</b>	<b>Student Technology Fee</b>
\$2,440 per block*	\$160.00 per block

## Curriculum

### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses. Beginning with the Spring of 2017, some DHED courses were taught in conjunction with EDUC courses. Transcripts may reflect the EDUC prefix.

The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each

student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

## Year 1

**DHED 7300 - Cultural Competence and Multicultural Education - 3 credit hours:** Students examine the influence of diversity, culture, ethnic origin, and societal change on educational and health care institutions. Students will learn how to teach and lead in the continuously changing global environment. Students explore how language, gender, race, tradition, education, economic structure, societal transitions, and global events affect how educational and organizational philosophies are developed. In addition, this course will concentrate on multicultural teaching and learning.

**DHED 7700 - Finance and Budgeting - 3 credit hours:** Students will examine financial concepts and theories that influence the budgets of higher education institutions. Topics include potential revenue sources, budgeting techniques, effect of legislative action on budgets of higher education institutions, cost sharing concepts, reallocation concepts, and downsizing.

\*Students take either Finance and Budgeting (focused on institutions of higher education) or Healthcare Economics and Financial Budgeting (focused on healthcare organizations), depending on their area of interest.

**DHED 8100 - Innovative Teaching Strategies in the Health Professions - 3 credit hours:** Students will learn about traditional and emerging learning theories in pedagogy and andragogy. Topics discussed include student-centered learning, heutagogy, Pedagogy 2.0 and 3.0, problem-based learning, and transformative learning. Emphasis will be placed on teaching and learning in the face-to-face, hybrid, and online learning environments.

**DHED 8500 - Instructional Design and Program Planning - 3 credit hours:** Students will examine the use of a systematic process-based on learning theory to plan, design, and implement effective instruction for health professions education. Students will use educational taxonomies for the creation of instructional objectives for traditional and competency-based programs, and they will learn techniques for mapping curriculum.

**DHED 8300 - Qualitative Research - 3 credit hours:** Students will develop a theoretical framework for qualitative research. Topics include how to conduct various types of qualitative research projects through interviews, observations, and open-ended data, as well as how to analyze and report results. Students will conduct, analyze, and report qualitative data.

**DHED 7900 - Quantitative Research - 3 credit hours:** Students will be provided with an overview of the types of quantitative designs and statistical techniques. Students will learn about descriptive statistics; sampling techniques; statistical inference, including the null hypothesis, significance tests, and confidence intervals; and causal-comparative analyses, including t-test and ANOVA. Students will be required to do hands-on activities, and interpretation of data will be emphasized.

**DHED 7500 - Technology and Educational Transformation - 3 credit hours:** Students will examine how technology has transformed health care and educational environments. Topics include how to integrate technology into instructional design and how to evaluate the effectiveness of technology. Copyright, fair use, and the Teach Act will be discussed, and students will have the opportunity to experiment with some of the latest technology tools.

**DHED 7100 - Transformative Leadership and Ethics - 3 credit hours:** Students will be provided an introduction to the organization and governance of health care organizations, colleges, and universities. Faculty, academic and administrative contexts, and organizational cultures within which students may be employed will be explored. Topics discussed include organizational theory, employee evaluation, ethics, institutional effectiveness, and accreditation.

## Year 2

**DHED 8900 - Educational Program Evaluation - 3 credit hours:** Students will be introduced to educational program assessment and evaluation. Topics include meeting health programmatic accreditation requirements, creating academic institutional effectiveness plans, program creation and revision, curricular evaluation, and strategic program assessment at the college and university level. Other topics discussed include evaluating certification and licensure pass rates, retention and attrition statistics, and integrating advisory board guidance into educational programs.

**DHED 8700 - Student Assessment - 3 credit hours:** Students will learn how to create authentic assessments within a health curriculum. Best practices in assessment will be discussed, and students will create problem-based, competency-based, and transformative assessments that provide them with critical thinking and career-specific skills to facilitate training and education in the workplace.

**DHED 9600 - Proposal Preparation for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**DHED 9610 - Literature Review for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**DHED 9620 - Research Design for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**DHED 9630 - Data Analysis for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

**DHED 9640 - Publication for DRP - 5 credit hours:** The Doctoral Research Project (DRP) consists of five 5-hour courses that develop a research project from the stages of proposal to dissemination. The research project is a research based effort in an area chosen by the student. The goal of the DRP is to advance practical knowledge in health professions education based on research and analysis. Each student will be assigned a faculty member to approve the project and provide mentorship and supervision throughout the process.

## Other Courses

**EDUC 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

**DHAD 8200 - Healthcare Economics and Financial Management - 3 credit hours:** Students will use key financial and economic principles to examine executive level decisions relative to capitalization, credit ratings, debt capacity, alternate funding sources, business plan development, and overall organizational finance strategy. The concepts will be considered from both non-profit and for-profit healthcare organizational perspectives.

## Doctor of Health Sciences Program

The Doctor of Health Sciences (DHSc) is a post-professional degree designed for master's or doctorate prepared health professionals. The program aims to develop and enhance the professional skills needed to provide competent leadership in today's challenging healthcare systems. This advanced degree prepares graduates to better understand and effectively engage in efforts targeting healthcare, wellness, health promotion, health education, public health, and research. The DHSc program provides current health professionals with the knowledge and skills to excel in project management, decision-making, organizational leadership, establishing evidence-based standards, and gaining the competencies to apply research to professional practice.

Students have the opportunity to focus on one of three concentration areas, which include global health, leadership and organizational behavior, and fundamentals of education. The program also promotes application of research to professional practice through completion of an Applied Research Project (ARP). The ARP consists of five courses within the program of study.

### DHSc Purpose Statement

The Doctor of Health Sciences (DHSc) program provides a rigorous interdisciplinary education for healthcare professionals, preparing students to be effective leaders and change agents in a variety of health settings. The program offers innovative curriculum in a flexible, asynchronous format to best meet student needs. Courses are facilitated by experienced faculty through an interdisciplinary and interprofessional approach. Coursework prepares students to critically analyze ongoing domestic and global challenges of access, cost, education and quality in healthcare, and builds competencies to skillfully evaluate, plan and implement solutions to these challenges.

#### *DHSc Vision*

The DHSc program has adopted the vision statement of the College of Graduate Health Studies, adapting it to the program:

The DHSc program will be the preeminent online program for leaders in the health professions. We will provide a contemporary and flexible curriculum that empowers our students to translate knowledge to meet the growing needs of domestic and global health and wellness.

#### *DHSc Values*

The DHSc program has adopted the values of the College of Graduate Health Studies:

**Leadership:** We value leadership development for our students, faculty, and staff and encourage participation in community and professional service.

**Integrity:** We value the highest ethical principles of fairness and honesty in all of our interactions.

**Scholarship:** We value critical thinking and the generation of ideas through innovation and analysis.

**Diversity:** We value differences among people and their personal and professional perspectives.

**Interprofessional education:** We value the combined contributions of our educational community and work to achieve an environment of teamwork and collaboration.

**Innovation:** We value a continual and aggressive push to develop new and efficient mechanisms for learning, teaching, and technological delivery.

## DHSc Goals

Goals of the DHSc program are to provide an online environment that:

1. Promotes diversity of student experiences.
2. Fosters student success.
3. Honors professionalism and ethical practice.
4. Supports a curriculum that develops critical and analytical thinking skills through an integrative approach of instruction, research, and evidence-based resources.
5. Promotes and supports excellence in faculty performance in teaching, scholarship, and service.

## DHSc Outcomes

Demonstrate advanced knowledge in health sciences fields, scholarship, and evidence-based practice.

1. Demonstrate knowledge and skills for designing, conducting, analyzing and disseminating health sciences research.
2. Demonstrate knowledge in critical analytical thinking skills in foundational areas of health sciences.
3. Demonstrate advanced and effective skills in communication, professionalism, ethical practice, systematic thought, and writing.

## Length of Program

The Doctor of Health Sciences program consists of 19 courses, or 70 credit hours.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$553 per credit hour	\$32.00 per credit hour

## Curriculum

### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**DHSC 6005 - Critical Thinking and Writing for Professionals - 3 credit hours:** The purpose of this course is to establish a solid foundation of writing skills and familiarize students with the writing policies and expectations of The College of Graduate Health Studies (CGHS). Emphasis is placed on scholarly writing elements, including annotated bibliographies, American Psychological Association (APA) format and style, effective use of evidence, literacy skills,

academic integrity, review and critique of literature, and rhetoric. The course examines the characteristics of critical writing that are assessed throughout the program to identify students' knowledge, comprehension, application, analysis and synthesis of content.

**DHSC 6010 - Principles of Management & Decision Analysis - 3 credit hours:** This course introduces principles of management and decision-making as they relate to the health care sector. Students will become acquainted with management and decision-making tools and how they can be applied in health care delivery and administration. The modules link the management functions of planning, organizing, communication, and legal aspects of human resources with decision-making for achieving positive outcomes. Students will explore models for effective committee work and the roles of committee chairs, as well as the concepts of power and authority, organizational structure, and delegation of duties. In preparation for assuming the role of a health care manager, regardless of the setting, this course focuses on the development of new skill sets that are essential for a successful transition.

**DHSC 6020 - Risk Management for Health Professionals - 3 credit hours:** This course provides an introduction to quality healthcare and risk management as it relates to and interacts with the broader picture of quality improvement. The course will explore many important issues pivotal to promoting quality healthcare. Topics that will be discussed in the course include: how are quality outcomes defined and measured; who is responsible for measuring health; and what are the prominent quality improvement theories used in healthcare. In addition, the results of data from studies describing how the United States health system is performing; and what are quality initiatives that could be implemented to enhance healthcare are highlighted.

**DHSC 6030 - Healthcare Information Systems - 3 credit hours:** This course will provide students with the opportunity to examine the application of technology to obtain and use data, knowledge, and information in the field of health care. Students will understand how application of technology in healthcare has become increasingly critical to patient care, quality, effectiveness, efficiency, and overall operations. With increased government support for healthcare information systems, health information technology will be the base of support for clinical and management decision-making. This course also explores the issues, benefits, and challenges of using health care information systems. Emphasis will be placed on applications that directly impact government initiatives, business operations, and patient safety.

**DHSC 7020 - Health Administration, Law & Ethics - 3 credit hours:** This course provides non-legal health professionals with a concrete foundation in healthcare law and ethics. The goal is to assist students in developing practical approaches to improving the excellence and delivery of healthcare. Healthcare decisions are especially apt to have some form of ethical consequence. This course is designed to provide a basic framework from which to consider these consequences, as well as give the healthcare professional tools that will assist in times of ethical dilemmas.

**DHSC 9000 - Health Professionals Role in Health Promotion - 4 credit hours:** This course will reflect on the national goals for health promotion through reviewing current public health documents. This course will assist in the development of a health promotion plan that could be incorporated at an individual, group, or community level. To fully understand the processes necessary to implement health promotion initiatives as a health professional, studying and discussing the development of health promotion programs is necessary. The course will explore the common issues threatening the health status of society. The steps and processes required to develop or evaluate a health promotion initiative will be explored and evaluated through group work throughout the course.

## Year 2

**DHSC 7030 - Population Health & Patient-Centered Care - 3 credit hours:** This course examines many of the issues that are believed to influence the health of the global population. As the world is being challenged daily with forces of nature and manmade dilemmas, we are all tasked to influence and alter the trajectory and consequences of many of these negative stimuli. The course will explore many prominent themes and issues that are believed to influence the health of populations. Topics that will be discussed in the course include how population health is influenced by urbanization and migration, climate change, culture, the media, social and economic class, gender, employment status, and political and health systems.

**DHSC 8020 - Research Methods, Design and Analysis - 5 credit hours:** This course is the first in a series of six courses designed to assist you with the development of an applied research project (ARP). This course provides an introduction and overview of research methodology and design. Quantitative, qualitative, and mixed methods approaches to examining a problem and finding answers to unresolved issues will be explored. Topics that will be discussed in the course include: how to select the best research method and design for the problem under study, the purpose of a literature review, ethical considerations for research, and the most appropriate data collection tools and analytic principles that should be employed. The purpose of the course is to introduce the research process, and the methods, designs, and analytical tools required to critically evaluate research articles in preparation for initiating the ARP. The main focus of the course will be to gain skills in reviewing and critiquing research.

- Course #1 of concentration
- Course #2 of concentration
- Course #3 of Concentration

**DHSC 8030 - Evidence-Based Practice - 3 credit hours:** This course is designed to assist health professionals with learning how to integrate high-quality research with clinical expertise, critical thinking, and patient values for optimum care. Systematic methods for critical appraisal of study quality, research design, strength of research recommendations, and quality of literature pertaining to a specific clinical problem will be presented. Evidence-based resources and databases for health professionals will be identified. Methods will be explored to promote health professionals' participation in learning and research activities to the extent feasible.

**DHSC 7010 - Healthcare Delivery Systems - 3 credit hours:** This course introduces the historical development, structure, operation, function, and current and future directions of the major components of healthcare delivery systems. The course will explore how national systems have evolved and how countries confront the emerging issues in healthcare. Specific topics discussed will include the historical evolution of health systems, the various models that are used around the world, the main components of a health system, and the criteria used to assess the functioning of a health system. Included will be discussions around how health systems can be reformed and what strategies may be used to accomplish this.

**DHSC 8010 - Healthcare Outcomes - 3 credit hours:** This course introduces the concept of continuous quality improvement as a means to evaluate and improve health care outcomes. Continuous quality improvement (CQI) has presented a great opportunity to the health community but it is not a remedy for all health system problems. CQI represents a perspective and framework for on-going development processes leading to increased customization and co-configuration of health services and strategies for health care reform. It is one of an array of approaches that health care leaders should be using to improve the effectiveness and efficiency of health services, along with patient-centered care, evidence-based medicine/management, clinical pathways, and process re-engineering.



## Year 3

**DHSC 9035 - Data Collection for the Applied Research Project - 5 credit hours:** This course is the fourth in a series of six courses designed to assist you with the development of an applied research project (ARP). The purpose of this course is to provide you with the knowledge and skills necessary to implement your sampling methodology, successfully collect and properly manage your data, and become familiar with the statistical software package, IBM SPSS, that you will use to analyze your data in the upcoming data analysis course.

**DHSC 9045 - Data Analysis for the Applied Research Project - 5 credit hours:** This is the fifth in a series of six courses designed to assist you with the development of an applied research project (ARP). This course provides an overview of basic quantitative and qualitative data analytic techniques. Students will learn the concepts of descriptive and inferential statistics as well as the process of qualitative coding and analysis. In addition, students will learn to effectively use data analysis software to analyze research data. At the end of this course, students will have conducted data analysis for the ARP and will have completed a full results section to be used in the final research manuscript.

**DHSC 9055 - Dissemination for the Applied Research Project - 5 credit hours:** This course, the final in the Applied Research Project (ARP) series, focuses on providing students with the knowledge and skills needed to successfully complete an ARP manuscript and to disseminate research findings.

**DHSC 9015 - Literature Review for the Applied Research Project - 5 credit hours:** This course is the second in a series of six courses designed to assist you with the development of an applied research project (ARP). Understanding the past and current literature in the ARP topic area is crucial to the development of a sound research project. Therefore, the purpose of this course is to provide you with the knowledge and skills to successfully review the literature around your chosen ARP topic and write a focused review of literature.

**DHSC 9025 - Proposal Development for the Applied Research Project - 5 credit hours:** This course is the third in a series of six courses designed to assist you with the development of an applied research project (ARP). The purpose of this course is to provide the knowledge and skills necessary for the development of the ARP proposal. The proposal is crucial to the success of the ARP, as it provides the rationale and significance, the purpose, and the methodology of the proposed research study. During this course, students will work closely with their Facilitator to ensure the proposal is methodologically sound. By the end of this course, students will have completed the proposal and submitted an application to the ATSU Institutional Review Board (IRB) for approval to conduct the research study.

## Other Courses

**DHSC 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

## Fundamentals of Education Concentration Courses

**DHSC 8410 - Theoretical Foundations of Learning - 3 credit hours:** This course is designed to review the research on learning theory in order to effectively evaluate and improve adult learning experiences. Students will examine the behavioral, cognitive, psychological, and social factors inherent in adult learning, including neuroscientific implications. Philosophies and theories to be explored include: pedagogy, andragogy, heutagogy, behaviorism, cognitivism, and constructivism.

**DHSC 8420 - Contemporary Teaching & Learning Concepts - 3 credit hours:** This course provides an overview of prominent teaching and learning models in higher education. Recently, much research in academia has focused on

determining which models best educate students in the most cost-effective and efficient ways possible. Some of the models to be examined include: learner-centered teaching, student-centered learning, and inter-professional learning. Students will explore the research and practical application of these models for managing and delivering course content, promoting knowledge transfer, and determining best practices for effective learning.

**DHSC 8430 - Curriculum & Course Design - 3 credit hours:** This course introduces students to end-to-end curriculum and course design. Emphasis is placed on instructional design concepts at curricular and course levels. Students explore curriculum planning and accreditation requirements, while also developing course competencies, learning objectives, assessments and rubrics. Additional topics include course and program evaluation and continuous improvement.

### Global Health Concentration Courses

**DHSC 8110 - Global Health Issues - 3 credit hours:** This course provides an introduction to important global health issues, including determinants of health, key areas of disease burden, and the role that new health technologies can play in solving these problems. The goal of the course is to expand students' understanding of the impact of infectious and chronic diseases on the world's population with particular attention paid to the health status of women, children, and the poor. Students will examine case studies of successful global health interventions to understand features of successful programs.

**DHSC 8120 - Globalization & World Politics - 3 credit hours:** This course introduces the theoretical and practical issues associated with the radical global processes that are now affecting human life locally and globally. The course emphasizes the political-economic, cultural, institutional, technological, and ecological implications of globalization and allows students to evaluate whether these processes pose opportunities or challenges to individuals, societies, and the global community.

**DHSC 8130 - Global Health Ethics - 3 credit hours:** This course provides an introduction to the principles and theory of ethics as applied to global health. The course will examine some of the primary theories and principles in healthcare ethics including virtue, deontology, utilitarian, autonomy, justice, beneficence, and nonmaleficence. The course will explore many prominent global health issues and exemplify how greater knowledge and understanding of global ethics is vital to effective and sound decision-making. Topics that will be discussed in the course include ethical issues related to: pandemic preparedness, end of life, human organ transplantation, clinical research in developing countries, human rights, resource allocation, and the effects of globalization on world health.

### Leadership & Organizational Behavior Concentration Courses

**DHSC 8210 - Trends & Issues in Leadership - 3 credit hours:** This course examines the historical and current theoretical models of leadership and will address the contemporary thought on leadership, the leader's role, and explore applications of that role. Topics will include the current context for leadership and personal leadership styles in the healthcare arena. Students will examine moral frameworks for leadership and decision-making as well as leadership domains and the synthesis of leadership development. Case studies will explore leadership in practice in both the public and private sectors as it relates to healthcare management.

**DHSC 8220 - Health Policy Development & Analysis - 3 credit hours:** This course provides an in-depth discussion of the key political and administrative decision-making processes of the American health system. Particular emphasis is placed on the health policy development process. The goal of the course is to expand knowledge on the definition of public policy; health policy development process; and funding solutions to complete policy issues. Students will

examine the variety of social, economic, and political influences on health policy making and will discover that there are a variety of "policy instruments" available to decision makers to solve policy problems at the policy formulation stage.

**DHSC 8230 - Organizational Behavior - 3 credit hours:** This course examines how the personal characteristics of organizational members influence the effectiveness and productivity of organizations and the job satisfaction of its members. It is believed that organizations are comprised of three levels: the individual, the group or department, and the organization itself. This course will focus on the problems and challenges leaders face in dealing with the individual and the small groups in the organization. Special attention will be given to the role of teams in organizations, the stages of team development, and actions that can support the development of effective teams. The realities of interpersonal processes are considered through examination of the roles of power, politics, and conflict in organizations. The human side of organizational change is then explored with a focus on understanding how and why people react to organizational change and identifying opportunities for enhancing the effective implementation of change.

## Doctor of Nursing Practice

CGHS' Doctor of Nursing Practice (DNP) expands students' personal and professional horizons in nursing. Graduates will gain knowledge and skills in a variety of areas that will further refine and deepen current skills. The DNP requires successful completion of 7 online courses plus a leadership-organizational systems or practice management specialization and project. You will also have a special opportunity toward the end of your program to meet with other student and faculty to launch your project.

This DNP integrates web-based instruction, directed readings, email, discussion boards, and dissertation collaboration between students and faculty. The College uses mission driven, context-based curriculum design, and assesses student learning through authentic assessments.

### Length of Program

The Doctor of Nursing Practice consists of 33 credit hours (30 if you are an alumnus of ATSU's MSN program).

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$800 per credit hour	\$32 per credit hour

### Curriculum

#### Course Descriptions and Credit Values

##### MSN Entry

**DNPP 7000 - Fundamentals of Graduate Nursing Study - 3 credit hours:** Students strengthen their skills in gathering data and information from nursing and related sciences. This evidence/research is used as a foundation for developing, implementing, and evaluating nursing practice and care delivery systems. Students are also introduced to ATSU's mission and values and the Nursing Program's requirements, expectations, and competencies including AACN Essentials. Emphasis is also on critical reasoning, academic/professional writing, reflective practice, personal self-care, and professional goal development.

**DNPP 7100 - Nursing Inquiry, Evidence-Based Practice, and Change - 3 credit hours:** Students use practice-focused inquiry to analyze data and national benchmarks to inform health care planning, practice decisions, program evaluation, and outcome management plans and processes. Focus is on how data can best be used to initiate and manage change in healthcare environments, systems, and care delivery.

**DNPP 7200 - Healthcare Economics and Financial Management - 3 credit hours:** Students learn key financial and economic principles needed to examine decision making and overall organizational finance strategy to support quality care and improvement of healthcare outcomes. Emphasis is on macro and micro economics, risk analysis, cost-effectiveness, evaluation of financial requirements and processes, staffing, and budgeting.

**DNPP 7300 - Health Policy, Law, and Advocacy - 3 credit hours:** Students learn how policy and law can affect the healthcare industry. Topics include leadership in health care reform, social justice, equity and ethics, health policy analysis and development, and advocacy. Focus is on preparing nurses to analyze and influence health policies and to advocate for organizational systems, communities, US and global populations, and in the nursing profession.

**DNPP 7400 - Quality Improvement and Performance Excellence - 3 credit hours:** Students examine concepts and principles of continuous improvement, methods of monitoring and evaluating patient safety indicators, and organizational and employee performance. Emphasis is on leadership and collaboration and the use of evidence-based data to select, design, implement, and evaluate patient-centered, quality-driven change. Students will also explore strategies to achieve employee performance excellence, and more efficient and effective organizational system and consumer health information practices. Prerequisite: DNPP 7100

**DNPP 7500 - Population Health: Program Development and Evaluation - 3 credit hours:** Students use statistical information and scientific data to strategically evaluate change initiatives and outcomes in practice and healthcare systems. Interdisciplinary collaboration models and frameworks are used to help develop and evaluate a sustainable implementation initiative that improves patient and population health outcomes. Prerequisite: DNPP 7100

**DNPP 7600 - Advanced Nursing Practicum - 3 credit hours:** Under supervision and remotely, students demonstrate applied clinical skills in advanced practice. During Practicum, students may begin developing the approach and structure for their selected Specialization Scholarly Project.

**DNPP 8000 - Leadership and Organizational Systems Application - 3 credit hours:** In residence, students use case studies to advance discussion and critical thinking on key specialization topics and issues. Emphasis is on leadership, communication, safety, quality, and patient outcomes as they relate to each specialization. Also discussed is the Specialization Scholarly Project expectations and requirements.

or

**DNPP 8100 - Practice Management Applications - 3 credit hours:** In residence, students use case studies to advance discussion and critical thinking on key specialization topics and issues. Emphasis is on leadership, communication, safety, quality, and patient outcomes as they relate to each specialization. Also discussed is the Specialization Scholarly Project expectations and requirements.

**DNPP 9100 - Specialization Scholarly Project A - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students develop their Specialization Scholarly Project.

**DNPP 9200 - Specialization Scholarly Project B - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students execute their Specialization Scholarly Project.

**DNPP 9300 - Specialization Scholarly Project C - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students evaluate their Specialization Scholarly Project. Students also give a presentation and submit a written publishable document on their Specialization Scholarly Project.

### Continuing Pathway Student Entry

**DNPP 7100 - Nursing Inquiry, Evidence-Based Practice, and Change - 3 credit hours:** Students use practice-focused inquiry to analyze data and national benchmarks to inform health care planning, practice decisions, program

evaluation, and outcome management plans and processes. Focus is on how data can best be used to initiate and manage change in healthcare environments, systems, and care delivery.

**DNPP 7200 - Healthcare Economics and Financial Management - 3 credit hours:** Students learn key financial and economic principles needed to examine decision making and overall organizational finance strategy to support quality care and improvement of healthcare outcomes. Emphasis is on macro and micro economics, risk analysis, cost-effectiveness, evaluation of financial requirements and processes, staffing, and budgeting.

**DNPP 7300 - Health Policy, Law, and Advocacy - 3 credit hours:** Students learn how policy and law can affect the healthcare industry. Topics include leadership in health care reform, social justice, equity and ethics, health policy analysis and development, and advocacy. Focus is on preparing nurses to analyze and influence health policies and to advocate for organizational systems, communities, US and global populations, and in the nursing profession.

**DNPP 7400 - Quality Improvement and Performance Excellence - 3 credit hours:** Students examine concepts and principles of continuous improvement, methods of monitoring and evaluating patient safety indicators, and organizational and employee performance. Emphasis is on leadership and collaboration and the use of evidence-based data to select, design, implement, and evaluate patient-centered, quality-driven change. Students will also explore strategies to achieve employee performance excellence, and more efficient and effective organizational system and consumer health information practices. Prerequisite: DNPP 7100

**DNPP 7500 - Population Health: Program Development and Evaluation - 3 credit hours:** Students use statistical information and scientific data to strategically evaluate change initiatives and outcomes in practice and healthcare systems. Interdisciplinary collaboration models and frameworks are used to help develop and evaluate a sustainable implementation initiative that improves patient and population health outcomes. Prerequisite: DNPP 7100

**DNPP 7600 - Advanced Nursing Practicum - 3 credit hours:** Under supervision and remotely, students demonstrate applied clinical skills in advanced practice. During Practicum, students may begin developing the approach and structure for their selected Specialization Scholarly Project.

**DNPP 8000 - Leadership and Organizational Systems Application - 3 credit hours:** In residence, students use case studies to advance discussion and critical thinking on key specialization topics and issues. Emphasis is on leadership, communication, safety, quality, and patient outcomes as they relate to each specialization. Also discussed is the Specialization Scholarly Project expectations and requirements.

or

**DNPP 8100 - Practice Management Applications - 3 credit hours:** In residence, students use case studies to advance discussion and critical thinking on key specialization topics and issues. Emphasis is on leadership, communication, safety, quality, and patient outcomes as they relate to each specialization. Also discussed is the Specialization Scholarly Project expectations and requirements.

**DNPP 9100 - Specialization Scholarly Project A - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students develop their Specialization Scholarly Project.

**DNPP 9200 - Specialization Scholarly Project B - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students execute their Specialization Scholarly Project.

**DNPP 9300 - Specialization Scholarly Project C - 3 credit hours:** Using the ATSU Nursing Program framework, expectations, and guidelines, students evaluate their Specialization Scholarly Project. Students also give a presentation and submit a written publishable document on their Specialization Scholarly Project.

## Master of Health Administration Program

CGHS's master's degree program in health administration prepares students for leadership in the field. Graduates earn their health administration degree online and enter a fast growing segment of the U.S. labor market. The U.S. Department of Labor forecasts that Employment of medical and health services managers is expected to grow by 22 percent from 2010 to 2020, faster than the average for all occupations. As the large baby-boom population ages and people remain active later in life, the healthcare industry as a whole will see an increase in the demand for medical services, making the Master of Health Administration significant for those interested in career advancement.

This program integrates web-based instruction, directed readings, email, and chat room interactions between students and faculty. The College uses mission driven, context-based curriculum design, and assesses student learning through authentic embedded assessments.

### Program Mission Statement

The ATSU College of Graduate Health Services' Health Administration program is learner-centered and prepares current and future healthcare leaders seeking to advance their scholarship and professional practice in health administration. Our graduates are prepared to become well regarded leaders who are recognized contributors to improving overall population health and furthering the osteopathic traditions of whole person healthcare.

### Program Vision

The ATSU Health Administration program will be globally recognized for its learner-centered program where students, faculty, and administration work together to make a measurable difference in worldwide healthcare outcomes.

### Program Values

Leadership – We value modeling and mentoring strong leadership skills that inspire individual and organizational excellence. Integrity – We value strong ethical principles and fairness in our individual actions and our organizational decision making.

Diversity – We value the ideas and beliefs of all of our stakeholders, and work to foster an inclusive environment that respects the dignity of all.

Innovation – We value creative approaches to thinking, teaching, learning, scholarship, and research that inspire our students and faculty to promote positive change in the healthcare environment.

Lifelong learning – We value the pursuit of impactful knowledge that enhances the personal and professional development of all stakeholders, improves professional practice, builds learning communities, and promotes continual educational enrichment.

### Length of Program

The Master of Health Administration program consists of 42 credit hours.

### Tuition and Fees



Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$697 per credit hour	\$32.00 per credit hour

## Curriculum

### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**MHAD 6150 - Introduction to Graduate Research and Writing - 3 credit hours:** In this course, students will develop a grounding in graduate-level research and writing. The fundamentals of using scholarly and industry-respected sources in the preparation of academic manuscripts will include topics such as writing style, citations and referencing using the APA Publication Manual. At the conclusion of the course, students will have achieved a basic mastery of research and APA style writing, and be better prepared to write at the graduate level. Students are expected to pass this course in order to continue in the MHA program.

**MHAD 6250 - Health Services in the US - 3 credit hours:** This course provides a comprehensive overview of the U.S. healthcare system. Healthcare terminology, concepts, critical issues, and a description of existing delivery systems are presented. The organization, delivery, financing, payment, and staffing of the U.S. healthcare system are discussed, along with issues related to competition, regulation, technology, access, quality, primary care, long-term care, mental health, and ethics. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 6270 - Leading Healthcare Organizations - 3 credit hours:** This course focuses on healthcare administration, including the management process, descriptions of the managerial functions, managerial roles, motivation, and communication. In addition, this course will provide students with an understanding of leadership and ethics in healthcare administration in the context of the U.S. healthcare system. Codes of professional conduct and ethical policy statements will be reviewed from the American College of Healthcare Executives. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 6300 - Healthcare Information Systems - 3 credit hours:** This course examines the knowledge and skills needed by healthcare executives to manage information and information systems in a modern healthcare organization. The course begins with a primer on healthcare information including a description of patient care processes and the information that is created during these processes. This course then provides a description of healthcare information systems, their evolution, and the major clinical and administrative applications in use today with a focus on electronic medical record systems. Basic information technology concepts that support information systems are then covered. The final topic is Senior Management IT Challenges: what it takes to effectively manage, budget, govern, and evaluate information technology services in a healthcare organization. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 6550 - Healthcare Financial Management - 3 credit hours:** This course introduces the essential and practical elements of healthcare financial management to health administration students who may not be financial managers. It places an emphasis on key financial management concepts and their applications that are critical to making business decisions in both non-profit and for-profit healthcare organizations. It integrates finance, economics, and financial and managerial accounting principles. It provides real world examples to guide students through topics in financial statement analysis, value-based purchasing, revenue cycle management, financial planning and analysis, cash budgeting and working capital management, capital budgeting and long-term financing, and organizational financial performance analysis. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 6600 - Health Administration Law and Ethics - 3 credit hour:** This course is designed to help non-legal professionals develop a concrete foundation in healthcare law and ethics, as well as practical approaches to legal issues in health care human resources. Critical thinking skills are honed as students review issues such as Sarbanes-Oxley Act, privacy of medical information, the HITECH Act, and other current case law issues.

**MHAD 7100 - Healthcare Strategic Planning and Marketing - 3 credit hours:** This course presents a general overview of the strategic planning and marketing processes in health service organizations. In comparison to operational management, this course will emphasize the planning function of health care management with an external or strategic orientation. In addition, students will be introduced to a variety of marketing topics, strategies, and creative approaches, as well as an understanding of the development and execution of marketing techniques. Examples from a wide variety of healthcare provider applications are used. This course includes a field-work assignment that can be completed in-person or virtually.

## Year 2

**MHAD 6050 - Managing Human Resources - 3 credit hours:** The focus of this course is workforce planning, recruitment, hiring, supervision, motivation, training, evaluation, and overall leadership of staff members in healthcare organizations. Emphasis is placed on building strategies to manage both individual employees and teams of employees. Students also will study methods for handling difficult or under-performing employees. This course includes a field-work assignment that can be completed in-person or virtually.

**MHAD 7000 - Population Health Management - 3 credit hours:** This course introduces students to the concepts, practices, and developing trends of population health management. It examines multiple determinants of health. It covers population health management's essential strategies, impact by the Affordable Care Act, and relation to U.S. healthcare delivery system as the system transforms from episodic non-integrated care to outcome-accountable care and further to community-integrated healthcare. The course addresses health's relation to overall wellbeing, measures health in individuals and populations, explores economic concepts in population health, and discusses ethical and managerial issues in population health improvement. Additionally, this course integrates real-world examples to guide students on how to identify, analyze, and present data in a meaningful way to elevate the awareness of population health and increase understanding of population health outcomes.

**MHAD 7200 - MHA Capstone Project - 3 credit hours:** In this course, students will integrate all of the theories and knowledge gained throughout the MHA program to apply a systems-based approach to a project designed to present challenging opportunities for decision-making. The course focuses on the complexities of healthcare delivery systems, building alliances within and outside of the healthcare industry, and strategic decision-making. Students must complete this course in the final block of the program.

\*This course must be taken in the last term.

## Other Courses

**MHAD 6999 - Directed Studies - 3 credit hours:** Directed studies may be required as assigned by the program chair.

## Electives

**MHAD 6060 - Managing Individual Employees - 3 credit hours:** This course takes a focused perspective in how to manage the individual employee. Topics range from hiring the right person, to individual motivation, to development planning, and promotion. Students also will study methods for handling difficult or under-performing employees.

**MHAD 6070 - Managing Teams - 3 credit hours:** This course takes a macro perspective in managing teams of employees. A case study approach is used to explore topics such as team development, motivation, coaching, and incentives. Students will have the opportunity to build team management plans for their own use in current or future healthcare roles.

**MHAD 6450 - Current Trends in Aging Population Management - 3 credit hours:** The course examines the administrative leadership roles in both the private and public healthcare sectors. These roles encompass local, state, and federal policy trends in the planning, development, administration, and evaluation of various programs designed to promote comprehensive and integrated services for older adults. Students will gain an overview of various options regarding the development and administration of long term support and services. Students will gain a practical perspective through observing and evaluating a program or service for older adults in their own communities.

## Master of Public Health [Dental Emphasis] with a Dental Public Health Residency Certificate Program

A.T. Still University's College of Graduate Health Studies sponsors a full-time, 25-month completely online residency program in Dental Public Health. This new residency program provides a formal training opportunity for dentists planning careers in dental public health.

During this program, residents learn about the fundamental principles of public health including epidemiology, biostatistics, healthcare policy and management, behavioral sciences, and environmental health with an emphasis on oral health and dentistry-related issues. They also receive training in the 10 dental public health competencies outlined by the American Board of Dental Public Health. In addition, the program provides residents with a field experience opportunity as well as instruction in essentials of scientific research.

Program graduates receive a Master of Public Health (dental emphasis) and a Dental Public Health Residency Certificate, and are qualified educationally to apply for examination by the American Board of Dental Public Health for specialty certification.

### Length of Program

The Dental Public Health Residency program is a 25 month program consisting of 51 credit hours.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$697 per credit hour	\$32.00 per credit hour

### Curriculum

Students in the Dental Public Health Residency Program complete the same core courses that appear under the Master of Public Health with dental emphasis curriculum section. In addition to those 13 core courses, Dental Public Health Residency students must also complete three research courses, Research II, Research III, and Research IV.

### Course Descriptions and Credit Values

**PUBH 6200 - Research II - 3 credit hours:** This independent study course is meant to provide a student with the knowledge and skills to continue his or her research project. This course will focus on research methods, selection of data, the proper management of data, and the use of statistical software appropriate for the study. Students will also prepare and submit a research project application to the appropriate institutional review boards. Each student is responsible for working with his or her assigned instructor to arrange regular meeting times, assignment milestones, and completing the data collection component of the research product.

**PUBH 6300 - Research III - 3 credit hours:** This independent study course is meant to provide a student with the knowledge and skills to continue his or her research project. This course will focus on the logic and process of

hypothesis testing, and give you an overview of basic quantitative and qualitative data analysis techniques. Each student is responsible for working with his or her assigned instructor to arrange regular meeting times, assignment milestones, and completing the data collection component of the research product.

**PUBH 6400 - Research IV - 3 credit hours:** This independent study course is meant to provide a student with the knowledge and skills to continue his or her research project. This course will focus on the logic and process of hypothesis testing, and give you an overview of basic quantitative and qualitative data analysis techniques. Each student is responsible for working with his or her assigned instructor to arrange regular meeting times, assignment milestones, and completing the data collection component of the research product.

## Master of Public Health [with Dental Emphasis] Program

CGHS' online Master's in Public Health with Dental Emphasis degree program prepares students who have an interest in the dental industry for leadership in the field of public health. This program integrates web-based instruction, directed readings, email, and chat room interactions among students and faculty. The School uses mission-driven, context-based curriculum design and assesses student learning through authentic embedded assessments.

### Department Mission Statement

The mission of the MPH department is to prepare public health professionals for leadership to advance public health, promote individual and community health and well-being, and to serve under-served populations to decrease health disparities locally, nationally, and globally.

### Department Vision

The department will be the preeminent academic preparation for public health professionals. We will provide a contemporary and flexible curriculum that empowers our students to translate knowledge to meet the growing needs of domestic and global health and wellness.

### Department Values

Leadership – We value leadership development for our students, faculty, and staff and encourage participation in community and professional service.

Integrity – We value the highest ethical principles of fairness and honesty in all of our interactions.

Scholarship – We value critical thinking and the generation of ideas through innovation and analysis.

Diversity – We value differences among people and their personal and professional perspectives.

Interprofessional education – We value the combined contributions of our educational community and work to achieve an environment of teamwork and collaboration.

Innovation – We value the development of progressive and efficient mechanisms for learning, teaching, and technological delivery.

### Length of Program

The Master of Public Health with Dental Emphasis program consists of 48 credit hours.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$697 per credit hour	\$32.00 per credit hour

## Curriculum

### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**BIOS 7000 – Biostatistics - 3 credit hours:** Biostatistics is the study and development of statistical, mathematical, and computational methods applied to biological, health, and human sciences. Biostatisticians play a key role in the design, conduct, and analysis of research studies in areas of health and disease, and create and apply methods for quantitative research in health-related fields. Topics covered include data description, probability, distribution of random variables, applications of the binomial and normal distributions, estimation and confidence intervals, hypothesis testing, contingency tables, regression, and analysis of variance. Additional topics include an introduction to statistical computing and data management, non-parametric statistical methods, and demographic measures. Students need to use a statistical program (Microsoft Excel® or other program) to assist with computations.

**EPID 6100 – Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**PUBH 5050 - Introduction to Dental Public Health - 3 credit hours:** This course is a comprehensive introduction to public health and dental public health within the context of the U. S. healthcare system. Course content includes basic organizational arrangements of health services in the United States; the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, and the role and mission of public health organizations, science, philosophy, and practice of dental public health.

**PUBH 5300 - Public Health Administration - 3 credit hours:** This course focuses on public health administration, including human resources, budgeting and organizational dynamics. Students learn to recognize internal bias and how it affects communication and negotiation. Leadership principles such as creating a vision, empowering others, fostering collaboration, and decision making are explored.

**PUBH 5400 - Dental Public Health Ethics - 3 credit hours:** This course explores a variety of ethical dimensions and issues found in dental public health. The overall goal is to help familiarize students with specific examples and topics, as well as the variety of ethically relevant information that might be considered and some of the theoretical frameworks and concepts that can be utilized to help analyze and address these issues. We will also explore some of what makes public health ethics different from professional ethics, clinical ethics, medical ethics, and/or research ethics.

**PUBH 5850 - Community Health and Social Media - 3 credit hours:** In this course, students will learn about the history and use of multiple types of social media in community health at the local, state, and federal levels. The ethics of using social media, current accepted standards, and best practices in using social media in a community health setting will be covered. Students will practice using multiple forms of social media and create a community health social media campaign.

**PUBH 6550 - Dental Healthcare Policy and Management - 3 credit hours:** This course focuses on the application of general management concepts including management process, descriptions of management functions, managerial roles, and organizational culture. It includes practical aspects of planning, staffing, financing, implanting, evaluating, and communicating dental public health programs at the local, state, and federal levels. A practical look at dental public health policy-making and how best to translate policy into practice is provided.

**RESH 5200 - Fundamentals of Research in Public Health - 3 credit hours:** In this applied research course, students will develop and enhance their skills related to research topic search strategies, problem statements, literature reviews, and research proposal preparation. Students will apply basic principles of epidemiology and biostatistics to draft a research proposal and develop sustainable research skills.

## Year 2

**ENVR 6200 - Environmental Health Sciences - 3 credit hours:** This course provides an introduction to ecology and ecological principles and how human population pressures affect them. Man's impact on biotic and abiotic components of the earth is examined as well as environmental factors affecting public health. Particular emphasis is placed on the impact of anthropogenic, chemical, and physical stressors and their impact on various ecosystem components and man.

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**PUBH 5500 - Financing Dental Care - 3 credit hours:** This course examines the various ways in which dental care is financed, including mechanisms of payment for providers, third-party plans, salaried and public-financed programs, and federal systems such as Medicare and Medicaid.

**PUBH 7600 - Community-based Programs – Development - 3 credit hours:** This course looks at various community-based programs and how best to develop, implement, and evaluate these programs as well as financing these programs. Students work with a local organization/institution/ agency to develop a comprehensive oral health plan for a community.

**PUBH 7650 - Community-Based Programs - Implementation & Evaluation - 3 credit hours:** This course looks at community-based programs and how best to implement and evaluate these programs. Students work with a local organization/institution/agency to implement a comprehensive oral health plan.

**PUBH 7800 - Public Health Practicum - 6 credit hours:** This course has two components. The first requires the student to develop and execute an applied practice with a public health organization under the guidance of a site preceptor and a member of the MPH Program faculty. The student must create and submit a minimum of two products that demonstrate attainment of at least five public health competencies from a provided list. The second component is a culminating academic experience that requires the student to produce a high-quality, substantive written document aimed at a public health organization, which demonstrates synthesis of public health competencies.

**SHMG 6000 - Global Health Issues - 3 credit hours:** Global healthcare is an emerging priority for organizations and governments worldwide because of the impact on international economic stability. Technology, research, and the advancement of healthcare interventions have produced improvements in health outcomes for many. Unfortunately,



these advancements have also led to inequalities in health status within and between countries. The world is faced with new challenges such as the potential for pandemics, an aging population, a diminishing healthcare workforce, and the stresses of determining resource allocation. This course explores the many facets of global health to expose the student to the complexity of the concepts that impact healthcare in developing and developed countries.

## Master of Public Health Program

CGHS' online Master's in Public Health prepares students for leadership in the field of public health. This program integrates web-based instruction, directed readings, email, and chat room interactions among students and faculty. The College uses mission-driven, context-based curriculum design and assesses student learning through authentic assessments. It includes a culminating supervised practicum project in a public health setting emphasizing evaluation and service delivery planning or operations, resolving a management problem, or evaluating a program component.

### Department Mission Statement

The mission of the MPH department is to prepare public health professionals for leadership to advance public health, promote individual and community health and well-being, and to serve under-served populations to decrease health disparities locally, nationally, and globally.

### Department Vision

The department will be the preeminent academic preparation for public health professionals. We will provide a contemporary and flexible curriculum that empowers our students to translate knowledge to meet the growing needs of domestic and global health and wellness.

### Department Values

Leadership – We value leadership development for our students, faculty, and staff and encourage participation in community and professional service.

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Interprofessional education – We value the combined contributions of our educational community and work to achieve an environment of teamwork and collaboration.

Innovation – We value the development of progressive and efficient mechanisms for learning, teaching, and technological delivery.

### Length of Program

The Master of Public Health program consists of 48 credit hours.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$697 per credit hour	\$32.00 per credit hour

## Curriculum

### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**BIOS 7000 – Biostatistics - 3 credit hours:** Biostatistics is the study and development of statistical, mathematical, and computational methods applied to biological, health, and human sciences. Biostatisticians play a key role in the design, conduct, and analysis of research studies in areas of health and disease, and create and apply methods for quantitative research in health-related fields. Topics covered include data description, probability, distribution of random variables, applications of the binomial and normal distributions, estimation and confidence intervals, hypothesis testing, contingency tables, regression, and analysis of variance. Additional topics include an introduction to statistical computing and data management, non-parametric statistical methods, and demographic measures. Students need to use a statistical program (Microsoft Excel® or other program) to assist with computations.

**EPID 6100 – Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**PUBH 5000 - Introduction to Public Health Concepts - 3 credit hours:** This course is a comprehensive introduction to public health within the context of the U.S. healthcare system. Contents include the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, the role and mission of public health organizations, and an overview of current public health concepts, models, and policy.

**RESH 5200 - Fundamentals of Research in Public Health - 3 credit hours:** In this applied research course, students will develop and enhance their skills related to research topic search strategies, problem statements, literature reviews, and research proposal preparation. Students will apply basic principles of epidemiology and biostatistics to draft a research proposal and develop sustainable research skills.

**PUBH 5800 - Community Health Informatics - 3 credit hours:** The course will introduce students to the field of health informatics and its application to public health. Students will learn fundamental principles of computer science and computer information technology. They will apply these principles to understanding proper use of healthcare data and its inherent pitfalls concerning privacy, security, ethics, and data interoperability. The course will also provide an overview of the use of networking technology in the collection and distribution of health information, with emphasis on electronic and personal health records. Focus will be given to clinical application of informatics tools in evidence-based medicine, epidemiology, bioinformatics, imaging, and research. Students will also utilize publicly available information systems, such as national vital statistics, pertaining to morbidity data and environmental public health.

**PUBH 5850 - Community Health and Social Media - 3 credit hours:** In this course, students will learn about the history and use of multiple types of social media in community health at the local, state, and federal levels. The ethics of using social media, current accepted standards, and best practices in using social media in a community health setting will be covered. Students will practice using multiple forms of social media and create a community health social media campaign.

**PUBH 6500 - Public Health Systems Policy and Management - 3 credit hours:** This is a survey course providing an overview of the policy process as applied to health. Similarly, it provides introductory content dealing with how public health and other health organizations are organized and managed.

**PUBH 6700 - Public Health Policy and Politics - 3 credit hours:** This course discusses the structure of the political process in health policy making. It covers the political roles of selected health professionals and the legislative, executive, and judicial branches of government in health policy. This course provides practical mechanisms to intervene on behalf of programs or institutions.

## **Year 2**

### **ENVR 6200 - Environmental Health Sciences**

**3 credit hours**

This course provides an introduction to ecology and ecological principles and how human population pressures affect them. Man's impact on biotic and abiotic components of the earth is examined as well as environmental factors affecting public health. Particular emphasis is placed on the impact of anthropogenic, chemical, and physical stressors and their impact on various ecosystem components and man.

### **HLTH 6500 - Behavioral Sciences and Health Education Concepts**

**3 credit hours**

Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

### **PUBH 5300 - Public Health Administration**

**3 credit hours**

This course focuses on public health administration, including human resources, budgeting and organizational dynamics. Students learn to recognize internal bias and how it affects communication and negotiation. Leadership principles such as creating a vision, empowering others, fostering collaboration, and decision making are explored.

### **PUBH 6100 - Identifying Community Health Needs**

**3 credit hours**

Needs and capacity assessment strategies are designed for people planning to practice within the fields of public health, health promotion, or health education. Students take an in-depth look at individual, group, and self-directed assessment strategies. This course gives students an opportunity to practice learned skills, decipher what assessments are best for a given situation, and learn how to implement their new skills within their professional environments.

**PUBH 7500 - Development of Community-Based Programs - 3 credit hours:** This course looks at various community-based programs and how best to develop, implement, and evaluate these programs as well as financing these programs.

**PUBH 7800 - Public Health Practicum - 6 credit hours:** This course has two components. The first requires the student to develop and execute an applied practice with a public health organization under the guidance of a site preceptor and a member of the MPH Program faculty. The student must create and submit a minimum of two products that demonstrate attainment of at least five public health competencies from a provided list. The second component is a culminating academic experience that requires the student to produce a high-quality, substantive written document aimed at a public health organization, which demonstrates synthesis of public health competencies.

**SHMG 6000 - Global Health Issues - 3 credit hours:** Global healthcare is an emerging priority for organizations and governments worldwide because of the impact on international economic stability. Technology, research, and the advancement of healthcare interventions have produced improvements in health outcomes for many. Unfortunately, these advancements have also led to inequalities in health status within and between countries. The world is faced with new challenges such as the potential for pandemics, an aging population, a diminishing healthcare workforce, and the stresses of determining resource allocation. This course explores the many facets of global health to expose the student to the complexity of the concepts that impact healthcare in developing and developed countries.

### Other Courses

**PUBH 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

## Master of Science in Kinesiology Program

The Master of Science in Kinesiology (MSK) degree is a cutting-edge, post-professional degree program designed to assist practicing health and fitness professionals in the development of comprehensive knowledge of human movement science, functional anatomy, physiology and kinesiology, as well as functional assessment, exercise program design, program adherence and lifestyle change.

Students pursuing the MSK degree will choose one of the five specialty tracks based on his or her unique interests and aptitudes: Adaptive Sports, Sports Conditioning, Exercise and Sport Psychology, Geriatric Exercise Science, or Corrective Exercise & Orthopedic Rehabilitation. A dual-track option is available, allowing students to enroll in two of the specialty tracks.

Consisting of a four-day residency in Mesa, AZ, location of ATSU's Arizona campus, the Summer Institute is a unique and valuable opportunity to perform hands-on, cutting-edge work and learn the latest concepts and methodologies from industry experts.

### Length of Program

The Master of Science in Kinesiology program consists of 14 courses or 42 credit hours of study (15 courses or 45 credit hours with a dual track option), including a week-long conference at the Summer Institute.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

### Curriculum

#### Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

#### Year 1

**KINE 5000 - Evidence-Based Practice and Research Methods - 3 credit hours:** The objective of this course is to introduce the kinesiology professional to the concepts of evidence-based practice. Students will learn how to access high quality literature, integrate best research with clinical expertise and client values for optimum service, and will be encouraged to participate in learning and research activities to the extent feasible. The course will provide the kinesiology professional with graduate level knowledge and skills related to appropriate research methods and study design, conducting a literature review, creating a research proposal, the role of institutional review for human subjects' protection, and evaluation of the research literature. Emphasis will be placed upon critical appraisal and application of the kinesiology literature.

**KINE 5001 - Motor Control - 3 credit hours:** This course provides a foundation for understanding the current principles, theoretical perspectives, and research related to motor control and learning, and how different factors influence learning and performance. Neural and mechanical mechanisms underlying motor behavior and the variables influencing motor control and learning will be addressed, with an emphasis on the application of theoretical perspectives, principles, and research to instructional and practical settings.

**KINE 5002 - Exercise Science - 3 credit hours:** The objective of this course is to explore the physiological principles of exercise. Specific topics include the functions of the cardiovascular, pulmonary, neuromuscular and neuroendocrine systems, energy expenditure and bioenergetics, and body composition.

**KINE 5003 - Functional Anatomy - 3 credit hours:** This course is designed to enhance the student's knowledge and awareness of human anatomy, specifically as its structure relates to function of the musculoskeletal system and human movement. Following this course, the student should be able to describe, discuss, recognize, and evaluate musculoskeletal structure and function from an anatomical perspective in the context of clinical practice.

**KINE 5004 - Functional Biomechanics - 3 credit hours:** The objective of this course is to study the biomechanical properties of joint structures and connective tissues, including histology and morphology, with particular emphasis on sport and exercise movements. Biomechanics of musculotendinous structures, joint capsules, ligaments, peripheral nerves, bones, and articular cartilage will be presented.

**KINE 5005 - Exercise and Sport Related Nutrition - 3 credit hours:** The objective of this course is to learn how to facilitate and educate clients about general nutrition recommendations to maintain health, alter body composition, and improve performance. The course will focus on providing sound advice to clients regarding the nutritional requirements for general health, lean mass gain, body fat loss, anaerobic athletic performance, and aerobic athletic performance.

This course must be taken before KINE 5100.

**KINE 5006 - Summer Institute - 3 credit hours:** The Institute will be comprised of one week of intensive training held on the campus in Mesa, Arizona and five weeks of online coursework. Students will participate in lecture and lab situations covering program related information. Guest speakers, representing leaders in the field of exercise science and human movement, will be recruited to present their work to students as well as to interact with attendees. This is a one-time requirement for completion of the degree; however, students are welcome to enroll each year.

- Specialized Track Course #1

## Year 2

**KINE 5100 - Advanced Fitness Nutrition - 3 credit hours:** This course will present advanced concepts in nutritional requirements for optimal health and sports performance. Emphasis will be placed on bioenergetics and the cellular mechanisms of emerging supplements and ergogenic nutrients. This course will help the exercise professional learn about current research in the areas of macronutrient ratio manipulation, nutrition for exercise performance, nutritional considerations in recovery, and the physiological effects of metabolic dysregulations, such as obesity.

**KINE 5101 - Advanced Exercise Prescription - 3 credit hours:** This course will provide an overview of comprehensive goal based exercise program design for different populations. The objective of this course is to gain knowledge and skills for building complete exercise programs that are unique to client needs, abilities, and goals, including

performing and incorporating subjective and objective assessment results and appropriate medical history information. The integration of exercise principles and behavioral techniques that motivate the participant to be compliant will be emphasized. This course will focus on integrated training and injury prevention techniques through the interdependent relationship of flexibility, core, balance, power, speed, and strength.

**KINE 5102 - Current Topics in Human Movement Science - 3 credit hours:** This course will cover current, innovative, and controversial topics in the field of health and human performance (HHP). The purpose of this course is to increase student knowledge and awareness of currently-popular topics related to fitness and health. An overview of liability issues and new technologies in HHP professions will be discussed. Physiological mechanisms of some topics will be explored such as heart rate variability, dietary choices, and body composition. In addition, topics related to program design, such as controversies over CrossFit, will be explored.

- Specialized track course #2
- Specialized track course #3
- Specialized track course #4

## Specialized Tracks and Courses

### *Adaptive Sports Track*

**KINE 6400 - Introduction to Paralympic and Adaptive Sport - 3 credit hours:** The history, philosophy, and organization of Paralympic and Adaptive sports will be examined. Students will also be introduced to various sociological, public health, and legal aspects of the adaptive sport movement.

**KINE 6401 - Establishing and Managing an Adaptive Sports Program - 3 credit hours:** Adaptive sport organizations will be examined, including their structure, staffing, and A.T. Still University of Health Sciences funding. Focus will be on integrating the student's professional education, experience, and goals into administrative aspects of adaptive sports.

**KINE 6402 - Assessment of the Para Athlete - 3 credit hours:** Common adaptive sport participant medical diagnoses and functional limitations will be examined in depth. Focus will be on common sport-related assessments for these athletes to assist in proper program development. The capabilities, physical and psychological resources, assistance required, and other special considerations for physically challenged individuals related to their specific medical diagnosis will be examined in consideration of disablement models.

**KINE 6403 - Comprehensive Adaptive Sport and Activity Analysis - 3 credit hours:** Adaptive sports and activities will be examined in depth, including the rules, biomechanics, physiological demands, injury epidemiology, injury prevention, and high performance considerations. The capabilities, physical and psychological resources, assistance required, and other special considerations for physically challenged individuals will be examined.

### *Corrective Exercise & Orthopedic Rehabilitation Track*

**KINE 6300 - Human Movement Dysfunction - 3 credit hours:** This course is designed to enhance the student's knowledge and awareness of concepts related to fundamental movement necessary for optimal function and performance. Following this course, the student should be able to discuss, recognize, and evaluate factors that contribute to movement dysfunction.



**KINE 6301 - Functional Assessment of Movement Patterns - 3 credit hours:** Movement dysfunction and movement patterns provide the theoretical foundation to examine functional movement assessments. Focus will be on the critical evaluation of common movement assessment approaches used in injury prevention, post-rehabilitation, and corrective exercise.

**KINE 6302 - Post Rehabilitation Exercise - 3 credit hours:** The objective of this course is to learn how to design and apply training programs for individuals who are transitioning from a rehabilitative setting to a more traditional exercise environment. This course will provide an overview to a systematic approach for post-rehabilitation exercise. This course will focus on reducing the risk of injury while training and performing activities of daily living along with identifying and applying strategies for program application, communicating goals and rationale, and correlating assessment outcomes with individualized programs.

**KINE 6303 - Corrective Exercise Programming - 3 credit hours:** This course will develop the knowledge and skill for the implementation of corrective exercise theories and models to promote improved human movement and function.

### *Exercise and Sport Psychology Track*

**KINE 6100 - Psychology, Physical Activity, and Health - 3 credit hours:** This course will cover principles of health psychology and behavior change related to physical activity adoption, participation, and adherence. The objective of the course is for health professionals to develop the knowledge and skills to understand the importance of implementing behavior change strategies as part of all physical activity programs and to be able to develop and implement such strategies. Techniques for incorporating behavior change strategies into fitness programming and health promotion will be taught.

**KINE 6101 - Applied Sport Psychology - 3 credit hours:** This course will examine psychological theories and techniques applied to a sport to enhance the performance and personal growth of athletes and coaches. The key principles of performance enhancement that are directly applicable to all performance endeavors, including sport, business, and persona will be covered. The objective of the course is to understand theory and to teach application of the fundamental psychological skills that are related to peak performance.

**KINE 6102 - Exercise and Mental Health - 3 credit hours:** This course will cover the relationships between mental health conditions and exercise, including depression, anxiety, self-esteem, stress, and mood. The primary objective is for health and fitness professionals to acquire an understanding of theories, methods, and experimental literature concerning psychological factors related to exercise participation and well-being. Additionally, the practical importance and application of the current research literature will be discussed along with methods to educate the general population on mental health and exercise relationships.

**KINE 6103 - Principles of Adherence and Motivation - 3 credit hours:** This course will examine the theories of motivation and exercise behavior in relation to the problem of exercise participation and adherence. The primary objective of this course is for the student to develop an understanding of the role of motivation and the determinants and consequences of motivation in the exercise context. This course will provide an in-depth understanding of the role of the fitness professional in building motivation and of how motivation can be used as part of an exercise program to help maximize program success and long-term adherence.

### *Geriatric Exercise Science Track*

**KINE 6200 - Psychosocial Dimensions of Aging - 3 credit hours:** This course is designed to enhance the student's knowledge and understanding of aging and related psychological and social aspects, including concepts and theories of aging, demographic factors of aging, mental health, stress and coping, social dynamics, religiosity and spirituality, quality of life, models of successful aging, and death and dying. An exploration of the role of physical activity in psychosocial health and well-being will be interwoven, where applicable, in the study of these various aspects of aging.

**KINE 6201 - Exercise Prescription for Older Adults - 3 credit hours:** A study of fitness instruction and programming for older adults, including importance of physical activity for older adults, pre-program assessment, prescription for various modes of exercise, and considerations for older adults with specific chronic disease conditions.

**KINE 6202 - Physical Dimensions of Aging - 3 credit hours:** A study of the physical changes that occur with aging including its impact on the various body systems as well as on motor control and physical functioning. In addition, a thorough examination of the impact of regular physical activity on the physical health of older adults will be addressed.

**KINE 6203 - Motivational Strategies for Physical Activity Among Older Adults - 3 credit hours:** A study of the methods for helping people to develop and maintain physically active lifestyles with specific emphasis on older adults. Theories of health behavior change will be discussed with practical applications for individuals, groups, and communities.

### *Sports Conditioning Track*

**KINE 6000 - Measurement of Sports Fitness - 3 credit hours:** This course will cover sport-specific fitness and performance testing. The objective of the course is to enable the student to develop a sport-specific, age-appropriate testing battery, reliably conduct the testing, and correctly interpret the results.

**KINE 6001 - Speed, Agility, and Quickness - 3 credit hours:** This course will cover the physiological basis for speed, agility, and quickness as well as practical methods for developing such qualities among athletes of various developmental abilities. Focus will be put on sport-specific training modes.

**KINE 6002 - Muscular Fitness Development - 3 credit hours:** This course is designed to enhance the knowledge of muscular performance capabilities, differentiate between muscular functions as it relates to sport performance, and develop training programs to enhance specific performance profiles.

**KINE 6003 - The Science and Practice of Metabolic Conditioning - 3 credit hours:** This course will cover the physiology of energy production as it relates to performance in various sporting events as well as methods for improving fitness and preparing for the metabolic demands of competition. Causes of fatigue will be addressed along with practical methods for assessing sport-specific metabolic fitness. The course examines various methodologies, training philosophies, and current topics in metabolic training.

### *Dual Track Option*

Students pursuing the dual track option will not take the Advanced Fitness Nutrition, Current Topics in Human Movement Science, or Advanced Exercise Prescription courses. Instead, they will enroll in two of the specialized track series of courses. This will result in a total of 45 credit hours.

### **Other Courses**

**KINE 6999 - Directed Study - 3 credit hours:** Directed studies may be required as assigned by the program chair.

## Certificate in Adaptive Sports

### Master of Science in Kinesiology Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

### Course Descriptions and Credit Values

**KINE 6400 - Introduction to Paralympic and Adaptive Sport - 3 credit hours:** The history, philosophy, and organization of Paralympic and Adaptive sports will be examined. Students will also be introduced to various sociological, public health, and legal aspects of the adaptive sport movement.

**KINE 6401 - Establishing and Managing an Adaptive Sports Program - 3 credit hours:** Adaptive sport organizations will be examined, including their structure, staffing, and A.T. Still University of Health Sciences funding. Focus will be on integrating the student's professional education, experience, and goals into administrative aspects of adaptive sports.

**KINE 6402 - Assessment of the Para Athlete - 3 credit hours:** Common adaptive sport participant medical diagnoses and functional limitations will be examined in depth. Focus will be on common sport-related assessments for these athletes to assist in proper program development. The capabilities, physical and psychological resources, assistance required, and other special considerations for physically challenged individuals related to their specific medical diagnosis will be examined in consideration of disablement models.

**KINE 6403 - Comprehensive Adaptive Sport and Activity Analysis - 3 credit hours:** Adaptive sports and activities will be examined in depth, including the rules, biomechanics, physiological demands, injury epidemiology, injury

prevention, and high performance considerations. The capabilities, physical and psychological resources, assistance required, and other special considerations for physically challenged individuals will be examined.

# Certificate in Corrective Exercise & Orthopedic Rehabilitation

## Master of Science in Kinesiology Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students who consist of health professionals from academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

## Tuition and Fees

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Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

## Course Descriptions and Credit Values

**KINE 6300 - Human Movement Dysfunction - 3 credit hours:** This course is designed to enhance the student's knowledge and awareness of concepts related to fundamental movement necessary for optimal function and performance. Following this course, the student should be able to discuss, recognize, and evaluate factors that contribute to movement dysfunction.

**KINE 6301 - Functional Assessment of Movement Patterns - 3 credit hours:** Movement dysfunction and movement patterns provide the theoretical foundation to examine functional movement assessments. Focus will be on the critical evaluation of common movement assessment approaches used in injury prevention, post-rehabilitation, and corrective exercise.

**KINE 6302 - Post Rehabilitation Exercise - 3 credit hours:** The objective of this course is to learn how to design and apply training programs for individuals who are transitioning from a rehabilitative setting to a more traditional exercise environment. This course will provide an overview to a systematic approach for post-rehabilitation exercise. This course will focus on reducing the risk of injury while training and performing activities of daily living along with identifying and applying strategies for program application, communicating goals and rationale, and correlating assessment outcomes with individualized programs.

**KINE 6303 - Corrective Exercise Programming - 3 credit hours:** This course will develop the knowledge and skill for the implementation of corrective exercise theories and models to promote improved human movement and function.

# Certificate in Exercise and Sport Psychology Program

## Master of Science in Kinesiology Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

## Course Descriptions and Credit Values

**KINE 6100 - Psychology, Physical Activity, and Health - 3 credit hours:** This course will cover principles of health psychology and behavior change related to physical activity adoption, participation, and adherence. The objective of the course is for health professionals to develop the knowledge and skills to understand the importance of implementing behavior change strategies as part of all physical activity programs and to be able to develop and implement such strategies. Techniques for incorporating behavior change strategies into fitness programming and health promotion will be taught.

**KINE 6101 - Applied Sport Psychology - 3 credit hours:** This course will examine psychological theories and techniques applied to a sport to enhance the performance and personal growth of athletes and coaches. The key principles of performance enhancement that are directly applicable to all performance endeavors, including sport, business, and persona will be covered. The objective of the course is to understand theory and to teach application of the fundamental psychological skills that are related to peak performance.

**KINE 6102 - Exercise and Mental Health - 3 credit hours:** This course will cover the relationships between mental health conditions and exercise, including depression, anxiety, self-esteem, stress, and mood. The primary objective is for health and fitness professionals to acquire an understanding of theories, methods, and experimental literature concerning psychological factors related to exercise participation and well-being. Additionally, the practical importance



and application of the current research literature will be discussed along with methods to educate the general population on mental health and exercise relationships.

**KINE 6103 - Principles of Adherence and Motivation - 3 credit hours:** This course will examine the theories of motivation and exercise behavior in relation to the problem of exercise participation and adherence. The primary objective of this course is for the student to develop an understanding of the role of motivation and the determinants and consequences of motivation in the exercise context. This course will provide an in-depth understanding of the role of the fitness professional in building motivation and of how motivation can be used as part of an exercise program to help maximize program success and long-term adherence.

## Certificate in Fundamentals of Education Program

### Doctor of Health Sciences Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$553 per credit hour	\$32.00 per credit hour

### Course Descriptions and Credit Values

**DHSC 8410 - Theoretical Foundations of Learning - 3 credit hours:** This course is designed to review the research on learning theory in order to effectively evaluate and improve adult learning experiences. Students will examine the behavioral, cognitive, psychological, and social factors inherent in adult learning, including neuroscientific implications. Philosophies and theories to be explored include: pedagogy, andragogy, heutagogy, behaviorism, cognitivism, and constructivism.

- Elective – see DHSc curriculum

**DHSC 8420 - Contemporary Teaching & Learning Concepts - 3 credit hours:** This course provides an overview of prominent teaching and learning models in higher education. Recently, much research in academia has focused on determining which models best educate students in the most cost-effective and efficient ways possible. Some of the models to be examined include: learner-centered teaching, student-centered learning, and inter-professional learning. Students will explore the research and practical application of these models for managing and delivering course content, promoting knowledge transfer, and determining best practices for effective learning.

**DHSC 8430 - Curriculum & Course Design - 3 credit hours:** This course introduces students to end-to-end curriculum and course design. Emphasis is placed on instructional design concepts at curricular and course levels. Students explore curriculum planning and accreditation requirements, while also developing course competencies,

learning objectives, assessments and rubrics. Additional topics include course and program evaluation and continuous improvement.

# Certificate in Geriatric Exercise Science Program

## Master of Science in Kinesiology Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

## Course Descriptions and Credit Values

**KINE 6201 - Exercise Prescription for Older Adults - 3 credit hours:** A study of fitness instruction and programming for older adults, including importance of physical activity for older adults, pre-program assessment, prescription for various modes of exercise, and considerations for older adults with specific chronic disease conditions.

**KINE 6203 - Motivational Strategies for Physical Activity Among Older Adults - 3 credit hours:** A study of the methods for helping people to develop and maintain physically active lifestyles with specific emphasis on older adults. Theories of health behavior change will be discussed with practical applications for individuals, groups, and communities.

**KINE 6202 - Physical Dimensions of Aging - 3 credit hours:** A study of the physical changes that occur with aging including its impact on the various body systems as well as on motor control and physical functioning. In addition, a thorough examination of the impact of regular physical activity on the physical health of older adults will be addressed.

**KINE 6200 - Psychosocial Dimensions of Aging - 3 credit hours:** This course is designed to enhance the student's knowledge and understanding of aging and related psychological and social aspects, including concepts and theories of aging, demographic factors of aging, mental health, stress and coping, social dynamics, religiosity and spirituality,

quality of life, models of successful aging, and death and dying. An exploration of the role of physical activity in psychosocial health and well-being will be interwoven, where applicable, in the study of these various aspects of aging.

## Certificate in Global Health Program

### Doctor of Health Sciences Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$553 per credit hour	\$32.00 per credit hour

### Course Descriptions and Credit Values

**DHSC 8110 - Global Health Issues - 3 credit hours:** This course provides an introduction to important global health issues, including determinants of health, key areas of disease burden, and the role that new health technologies can play in solving these problems. The goal of the course is to expand students' understanding of the impact of infectious and chronic diseases on the world's population with particular attention paid to the health status of women, children, and the poor. Students will examine case studies of successful global health interventions to understand features of successful programs.

**DHSC 8120 - Globalization & World Politics - 3 credit hours:** This course introduces the theoretical and practical issues associated with the radical global processes that are now affecting human life locally and globally. The course emphasizes the political-economic, cultural, institutional, technological, and ecological implications of globalization and allows students to evaluate whether these processes pose opportunities or challenges to individuals, societies, and the global community.

- Elective – see DHSc curriculum

**DHSC 8130 - Global Health Ethics - 3 credit hours:** This course provides an introduction to the principles and theory of ethics as applied to global health. The course will examine some of the primary theories and principles in healthcare ethics including virtue, deontology, utilitarian, autonomy, justice, beneficence, and nonmaleficence. The course will

explore many prominent global health issues and exemplify how greater knowledge and understanding of global ethics is vital to effective and sound decision-making. Topics that will be discussed in the course include ethical issues related to: pandemic preparedness, end of life, human organ transplantation, clinical research in developing countries, human rights, resource allocation, and the effects of globalization on world health.

## Certificate in Leadership and Organizational Behavior Program

### Doctor of Health Sciences Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$553 per credit hour	\$32.00 per credit hour

### Course Descriptions and Credit Values

**DHSC 8210 - Trends & Issues in Leadership - 3 credit hours:** This course examines the historical and current theoretical models of leadership and will address the contemporary thought on leadership, the leader's role, and explore applications of that role. Topics will include the current context for leadership and personal leadership styles in the healthcare arena. Students will examine moral frameworks for leadership and decision-making as well as leadership domains and the synthesis of leadership development. Case studies will explore leadership in practice in both the public and private sectors as it relates to healthcare management.

- Elective – see DHSc curriculum

**DHSC 8220 - Health Policy Development & Analysis - 3 credit hours:** This course provides an in-depth discussion of the key political and administrative decision-making processes of the American health system. Particular emphasis is placed on the health policy development process. The goal of the course is to expand knowledge on the definition of public policy; health policy development process; and funding solutions to complete policy issues. Students will examine the variety of social, economic, and political influences on health policy making and will discover that there are a variety of "policy instruments" available to decision makers to solve policy problems at the policy formulation stage.



**DHSC 8230 - Organizational Behavior - 3 credit hours:** This course examines how the personal characteristics of organizational members influence the effectiveness and productivity of organizations and the job satisfaction of its members. It is believed that organizations are comprised of three levels: the individual, the group or department, and the organization itself. This course will focus on the problems and challenges leaders face in dealing with the individual and the small groups in the organization. Special attention will be given to the role of teams in organizations, the stages of team development, and actions that can support the development of effective teams. The realities of interpersonal processes are considered through examination of the roles of power, politics, and conflict in organizations. The human side of organizational change is then explored with a focus on understanding how and why people react to organizational change and identifying opportunities for enhancing the effective implementation of change.

## Public Health Certificate Program (DMD students only)

Students pursuing the Doctor of Dental Medicine (DMD) degree at the Arizona School of Dentistry & Oral Health or the Missouri School of Dentistry & Oral Health are required to complete the Public Health Certificate as part of their degree program. This Certificate program is only available through the DMD programs at this time.

### Courses Descriptions and Credit Values

#### ASDOH DMD Program Courses

Arizona School of Dentistry & Oral Health DMD students will take the following courses:

**EPID 6100 – Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**PUBH 5050 - Introduction to Dental Public Health - 3 credit hours:** This course is a comprehensive introduction to public health and dental public health within the context of the U. S. healthcare system. Course content includes basic organizational arrangements of health services in the United States; the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, and the role and mission of public health organizations, science, philosophy, and practice of dental public health.

**PUBH 5500 - Financing Dental Care - 3 credit hours:** This course examines the various ways in which dental care is financed, including mechanisms of payment for providers, third-party plans, salaried and public-financed programs, and federal systems such as Medicare and Medicaid.

**SHMG 5500 - Cultural Change in Geriatrics - 3 credit hours:** Cultural changes have affected the perceptions of aging and its impact on intergenerational relationships. This course examines the impact those cultural changes may have on the future direction of the healthcare industry.

#### MOSDOH DMD Program Courses

Missouri School of Dentistry & Oral Health DMD students will take the following courses:

**EPID 6100 – Epidemiology - 3 credit hours:** This course examines the study of disease in populations from a public health perspective. Topics include research methods, study designs, sampling, data analysis, interpretation of data, and application of findings for public health policy.

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**PUBH 5050 - Introduction to Dental Public Health - 3 credit hours:** This course is a comprehensive introduction to public health and dental public health within the context of the U. S. healthcare system. Course content includes basic organizational arrangements of health services in the United States; the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, and the role and mission of public health organizations, science, philosophy, and practice of dental public health.

**PUBH 5500 - Financing Dental Care - 3 credit hours:** This course examines the various ways in which dental care is financed, including mechanisms of payment for providers, third-party plans, salaried and public-financed programs, and federal systems such as Medicare and Medicaid.

**PUBH 6550 - Dental Healthcare Policy and Management - 3 credit hours:** This course focuses on the application of general management concepts including management process, descriptions of management functions, managerial roles, and organizational culture. It includes practical aspects of planning, staffing, financing, implanting, evaluating, and communicating dental public health programs at the local, state, and federal levels. A practical look at dental public health policy-making and how best to translate policy into practice is provided.

### **ASHS OT Program Courses**

**HLTH 6500 - Behavioral Sciences and Health Education Concepts - 3 credit hours:** Social and epidemiological basis of health education overviews are provided. Tools are developed for assessment of community, institutional, and individual educational needs. Planning, implementation, and evaluation of health education programs designed to develop and reinforce positive health promotion and prevention practices are explored.

**PUBH 5000 - Introduction to Public Health Concepts - 3 credit hours:** This course is a comprehensive introduction to public health within the context of the U.S. healthcare system. Contents include the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, the role and mission of public health organizations, and an overview of current public health concepts, models, and policy.

**PUBH 6100 - Identifying Community Health Needs - 3 credit hours:** Needs and capacity assessment strategies are designed for people planning to practice within the fields of public health, health promotion, or health education. Students take an in-depth look at individual, group, and self-directed assessment strategies. This course gives students an opportunity to practice learned skills, decipher what assessments are best for a given situation, and learn how to implement their new skills within their professional environments.

**PUBH 7500 - Development of Community-Based Programs - 3 credit hours:** This course looks at various community-based programs and how best to develop, implement, and evaluate these programs as well as financing these programs.

# Certificate in Sports Conditioning Program

## Master of Science in Kinesiology Certificates

The Doctor of Health Sciences and Kinesiology programs offer post-graduate certificates in Global Health, Leadership and Organizational Behavior, Fundamentals of Education, Exercise and Sport Psychology, Geriatric Exercise Science, and Sports Conditioning. These certificates are comprised of four courses (12 semester credit hours) offered through a distance-learning format. All course work will be taken with DHSc and Kinesiology students whom consist of health professionals from: academia, administration, research, and clinical practice; and represent a wide variety of health disciplines. This inter-professional approach to learning has been shown to enhance the development of analytical skills and theory application in healthcare. All courses require active participation through the use of current technology. This collegial engagement with other healthcare professionals is considered the cornerstone of the course work and learning.

These courses can be used as part of the DHSc or Kinesiology degree program required course work if you wish to proceed with obtaining the Doctor of Health Sciences or Master of Science in Kinesiology degree at a later date. An Application to Transfer Academic Credit will need to be completed.

## Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$537 per credit hour	\$32.00 per credit hour

## Course Descriptions and Credit Values

**KINE 6000 - Measurement of Sports Fitness - 3 credit hours:** This course will cover sport-specific fitness and performance testing. The objective of the course is to enable the student to develop a sport-specific, age-appropriate testing battery, reliably conduct the testing, and correctly interpret the results.

**KINE 6001 - Speed, Agility, and Quickness - 3 credit hours:** This course will cover the physiological basis for speed, agility, and quickness as well as practical methods for developing such qualities among athletes of various developmental abilities. Focus will be put on sport-specific training modes.

**KINE 6002 - Muscular Fitness Development - 3 credit hours:** This course is designed to enhance the knowledge of muscular performance capabilities, differentiate between muscular functions as it relates to sport performance, and develop training programs to enhance specific performance profiles.

**KINE 6003 - The Science and Practice of Metabolic Conditioning - 3 credit hours:** This course will cover the physiology of energy production as it relates to performance in various sporting events as well as methods for improving fitness and preparing for the metabolic demands of competition. Causes of fatigue will be addressed along with practical methods for assessing sport-specific metabolic fitness. The course examines various methodologies, training philosophies, and current topics in metabolic training.

## Master of Science in Nursing

CGHS' Master of Science in Nursing (MSN) offers students the opportunity to develop and enhance their knowledge and skills to expand and enrich their current position. The MSN also helps students attain skills to assume other nursing roles. These might be teaching, leading, or directing care or programs in a variety of healthcare and community systems.

This MSN integrates web-based instruction, directed readings, email, discussion boards, and project collaboration between students and faculty. The College uses mission driven, context-based curriculum design, and assesses student learning through authentic assessments.

### Length of Program

The MSN is 33 credit hours, consisting of coursework and a professional practice portfolio. Upon completion of the MSN, students can continue on to a Doctor of Nursing Practice (DNP), if desired.

### Tuition and Fees

Tuition is due the first day of class. The tuition due each semester is based on the credit hours being taken by the student during that specific semester. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Tuition	Student Technology Fee
\$800 per credit hour	\$32 per credit hour

### Curriculum

#### Course Descriptions & Credit Values

##### BSN Entry

**DNPP 7000 - Fundamentals of Graduate Nursing Study - 3 credit hours:** Students strengthen their skills in gathering data and information from nursing and related sciences. This evidence/research is used as a foundation for developing, implementing, and evaluating nursing practice and care delivery systems. Students are also introduced to ATSU's mission and values and the Nursing Program's requirements, expectations, and competencies including AACN Essentials. Emphasis is also on critical reasoning, academic/professional writing, reflective practice, personal self-care, and professional goal development.

**MSNP 5100 - Nursing Science and Best Practice - 3 credit hours:** Students examine historical and contemporary theoretical and conceptual thinking in nursing science. Analyses of nursing theories, concepts, and related systems/sciences are used to build a strong framework for decisions and actions to achieve best practice in whole person healthcare delivery, leadership, and research. Students must successfully complete MSNP 5100 before moving forward in the program.

**MSNP 5200 - Evidence-Based Practice, Planning, and Evaluating Quality Care - 3 credit hours:** Students examine how evidence influences their nursing decisions and practice. Focus is on identifying appropriate practice questions to

systematically obtain sound evidence from a variety of sciences and sources. This will be used to analyze, plan, coordinate, lead, and evaluate programs and practice to achieve quality, safety, and positive health outcomes for diverse patients, communities, and populations across the continuum of care.

**MSNP 5300 - Comprehensive Health Assessment - 3 credit hours:** Students use a variety of assessments to learn how information improves the quality of care and health outcomes for diverse patients, families, communities, and populations across the lifespan. Focus is on the assessment process (including clinical, physical, and medication), illness prevention, population health, health promotion/wellness, and social determinants of health. Students build skills in therapeutic communication, motivational interviewing, interpretation of data, diagnostic reasoning, respect for and valuing whole person healthcare, and collaborative development of holistic plans of care.

**MSNP 5400 - Health Law, Policy, and Ethics - 3 credit hours:** Students are provided a concrete foundation in healthcare law and bioethics, as well as learning practical approaches to improving the legal and ethical delivery of whole person healthcare. Emphasis is on legal issues, policy making and politics, advocacy, and the use of frameworks and data-driven decisions to practice, lead, and conduct research ethically.

**MSNP 5500 - Managing Healthcare Systems - 3 credit hours:** Students examine the design, operations, and relationships in healthcare and organizational systems. Focus is on finance and marketing, management processes, functions, and roles. Care coordination, operations, budgeting, delegation, conflict resolution, change theory and strategies, and organizational communication are also emphasized.

**MSNP 5600 - Leadership, Interprofessional Collaboration and Teamwork - 3 credit hours:** Students explore the dynamics and processes of leadership, interprofessional collaboration, and teamwork. Emphasis is on engagement; leadership science, theory, and styles; interpersonal communication; team development; and mentoring and coaching.

**MSNP 5700 - Critical Issues in Strategic Nursing Leadership - 3 credit hours:** Students analyze critical issues in nursing leadership that affect nurses and their ability to provide patient care in current and future healthcare systems, and in diverse communities and populations. Major theories and significant conceptualizations of nursing and leadership, related sciences, and supporting interdisciplinary models and concepts are used to explain, support, and promote evidence-based practice, whole person healthcare, quality, safety, and the achievement of positive patient outcomes.

**MSNP 5800 - Healthcare Information Systems - 3 credit hours:** Students examine the knowledge and skills needed to manage information and information management systems. Emphasis is on standard terminology, data sets, regulation, ethical and legal issues, investigating the qualities necessary to strategically and collaboratively assess needed technology, select, implement, and evaluate system-wide informatics that improve performance and provide safe and effective clinical, patient, support, and management systems.

**MSNP 6000 - Professional Practice Portfolio - 6 credit hours:** Students identify, analyze, develop, implement, and evaluate a change needed within a healthcare system, in practice, as a leader or educator, or from a policy perspective locally or globally. A summary of MSN Learning Outcomes and Essentials Achievements and a Whole Person Professional Career Advancement Plan is completed.

## Non-Nursing Master's Entry

**DNPP 7000 - Fundamentals of Graduate Nursing Study - 3 credit hours:** Students strengthen their skills in gathering data and information from nursing and related sciences. This evidence/research is used as a foundation for

developing, implementing, and evaluating nursing practice and care delivery systems. Students are also introduced to ATSU's mission and values and the Nursing Program's requirements, expectations, and competencies including AACN Essentials. Emphasis is also on critical reasoning, academic/professional writing, reflective practice, personal self-care, and professional goal development.

**MSNP 5100 - Nursing Science and Best Practice - 3 credit hours:** Students examine historical and contemporary theoretical and conceptual thinking in nursing science. Analyses of nursing theories, concepts, and related systems/sciences are used to build a strong framework for decisions and actions to achieve best practice in whole person healthcare delivery, leadership, and research. Students must successfully complete MSNP 5100 before moving forward in the program.

**MSNP 5200 - Evidence-Based Practice, Planning, and Evaluating Quality Care - 3 credit hours:** Students examine how evidence influences their nursing decisions and practice. Focus is on identifying appropriate practice questions to systematically obtain sound evidence from a variety of sciences and sources. This will be used to analyze, plan, coordinate, lead, and evaluate programs and practice to achieve quality, safety, and positive health outcomes for diverse patients, communities, and populations across the continuum of care.

**MSNP 5300 - Comprehensive Health Assessment - 3 credit hours:** Students use a variety of assessments to learn how information improves the quality of care and health outcomes for diverse patients, families, communities, and populations across the lifespan. Focus is on the assessment process (including clinical, physical, and medication), illness prevention, population health, health promotion/wellness, and social determinants of health. Students build skills in therapeutic communication, motivational interviewing, interpretation of data, diagnostic reasoning, respect for and valuing whole person healthcare, and collaborative development of holistic plans of care.

**MSNP 5400 - Health Law, Policy, and Ethics - 3 credit hours:** Students are provided a concrete foundation in healthcare law and bioethics, as well as learning practical approaches to improving the legal and ethical delivery of whole person healthcare. Emphasis is on legal issues, policy making and politics, advocacy, and the use of frameworks and data-driven decisions to practice, lead, and conduct research ethically.

**MSNP 5500 - Managing Healthcare Systems - 3 credit hours:** Students examine the design, operations, and relationships in healthcare and organizational systems. Focus is on finance and marketing, management processes, functions, and roles. Care coordination, operations, budgeting, delegation, conflict resolution, change theory and strategies, and organizational communication are also emphasized.

**MSNP 5600 - Leadership, Interprofessional Collaboration and Teamwork - 3 credit hours:** Students explore the dynamics and processes of leadership, interprofessional collaboration, and teamwork. Emphasis is on engagement; leadership science, theory, and styles; interpersonal communication; team development; and mentoring and coaching.

**MSNP 5800 - Healthcare Information Systems - 3 credit hours:** Students examine the knowledge and skills needed to manage information and information management systems. Emphasis is on standard terminology, data sets, regulation, ethical and legal issues, investigating the qualities necessary to strategically and collaboratively assess needed technology, select, implement, and evaluate system-wide informatics that improve performance and provide safe and effective clinical, patient, support, and management systems.

**MSNP 6000 - Professional Practice Portfolio - 6 credit hours:** Students identify, analyze, develop, implement, and evaluate a change needed within a healthcare system, in practice, as a leader or educator, or from a policy perspective

locally or globally. A summary of MSN Learning Outcomes and Essentials Achievements and a Whole Person Professional Career Advancement Plan is completed.



# KCOM

KIRKSVILLE COLLEGE OF OSTEOPATHIC MEDICINE

Dear Students:

Welcome to Kirksville College of Osteopathic Medicine, the founding school of osteopathic medicine! You have made a wise selection in choosing an institution with a long and proud tradition of training competent and caring physicians.

The administration, faculty, and staff of ATSU-KCOM are committed to providing you the best in medical education as you undertake your learning.

This catalog will provide guidance and general information for both the biomedical sciences and doctor of osteopathic medicine programs.

I wish you all the best as you embark on this new phase of your education!

Sincerely,  
Margaret Wilson, DO  
Dean

## About ATSU-KCOM

### Program Accreditation and Complaints

The Doctor of Osteopathic Medicine degree program is accredited by the American Osteopathic Association's (AOA) Commission on Osteopathic College Accreditation (COCA), 142 E. Ontario Street, Chicago, IL 60611-2864, Phone: 312.202.8124.

ATSU-KCOM promotes conflict resolution using a chain of communication hierarchy. If a student has followed the chain of communication to attempt to resolve concerns without success, a complaint related to accreditation standards and procedures may be submitted to the ATSU-KCOM Dean. Upon receipt of a written complaint, the Dean or designee will review and evaluate all relevant information and documentation relating to the complaint and determine the appropriate pathway for adjudication. All student complaints will be forwarded to and logged by the Associate Dean of Academic Affairs and made available to the COCA visit committee at the next regularly scheduled COCA site visit. Log entries will include supporting documentation, actions, resolutions, and other pertinent information. If the issue is not resolved by the ATSU-KCOM Dean, the student may report the issue to the Senior Vice President of Academic Affairs. The student can seek guidance from the Associate Dean for Academic Affairs or Vice President for Student Affairs, as needed.

Students wishing to file an anonymous complaint may do so by calling the ATSU Fraud Hotline at [www.fraudhl.com/submit-a-report](http://www.fraudhl.com/submit-a-report) or call 1-855-FRAUD-HL, company ID "ATSU". Students may file complaints with the College or University without retaliation.

If the student has a complaint that the school is not following the COM Continuing Accreditation Standards, the student can make a complaint to the COCA, in writing following the information found on the [www.aoacoca.org](http://www.aoacoca.org) website. All complaints must be signed by the complainant. Per the COCA, complaints will not be processed if submitted anonymously. The complainant must use the proper COCA complaint form to provide a narrative of allegations in relationship to the accreditation standard(s) or procedures and include any documentation that could support the allegation.

### ATSU-KCOM Mission Statement

The mission of A.T. Still University-Kirksville College of Osteopathic Medicine is to educate and train students to become highly competent osteopathic physicians and healthcare leaders. ATSU-KCOM is committed to providing a quality osteopathic medical education in a research environment that prepares students for graduate medical training and clinical service.

### Osteopathic Pledge of Commitment

I pledge to:

- Provide compassionate, quality care to my patients;
- Partner with them to promote health;
- Display integrity and professionalism throughout my career;
- Advance the philosophy, practice, and science of osteopathic medicine;
- Continue lifelong learning;
- Support my profession with loyalty in action, word, and deed; and
- 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.

## Contact ATSU-KCOM

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## ATSU-KCOM School Policies

The following policies or guidelines apply to all programs at ATSU-KCOM.

### Grading

ATSU-KCOM programs adhere to the University grading scale. See 'Grading' under the ATSU Policies section for more information. Grading of courses are outlined in syllabi. Grading of clinical courses are outlined in the Student Assessment Plan Summaries, by class.

## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described under the DO and MS in Biomedical Sciences programs individually. Additional guidelines regarding academic appeals, including grade appeals, promotion, and/or dismissal appeals will be found within the ATSU Policies section, Academic Appeals Policy.

## Auditing a Course

The ATSU-KCOM audit policy is reserved for students who need to review course content or are pursuing an irregular schedule. All audits are subject to approval by the Dean or designee.

Students approved to audit a course are:

1. Allowed to sit in class and may participate in laboratory experiences only if space is available,
2. Are not charged tuition for the audited course, and
3. No record of the audit will appear on the student's transcript.

Questions concerning the audit policy should be directed to the Associate Dean of Curriculum.

## BLS and ACLS Certification

ATSU-KCOM requires that all students obtain and maintain health provider level Basic Life Support (BLS) certification throughout the entire duration of enrollment. Prior to clinical rotations, ATSU-KCOM students are also required to obtain and maintain Advanced Cardiopulmonary Life Support (ACLS) certification. Non-compliance at any time during a student's enrollment may result in removal from clinical rotations, suspension and/or dismissal. The school provides an opportunity for certification in BLS twice during the program (years 1 and 2) and ACLS once in year 2. BLS recertification will be offered at the college during the second year however, participating students are responsible for the related fees. Also, any ACLS training off campus is at the student's expense.

## Responsibilities and Conduct

Please refer to the University Student Handbook (Appendix) for information related to the responsibilities and expectations of conduct for students at ATSU-KCOM.

## Immunizations, certifications, and screenings for DO and Biomedical Sciences programs

### *Immunizations*

ATSU-KCOM requires all entering students (medical students and biomedical science students) and fellows to provide proof of their immunizations in order to enroll in courses. This is necessary for the student's protection as well as the protection of any individuals with whom they come in contact. It is the responsibility of the student to maintain up-to-date immunization protection throughout the entire duration of enrollment. Therefore, compliance is required on a continuous basis. Non-compliance at any time during a student's enrollment may result in removal from clinical rotations, suspension and/or dismissal. Documents related to immunizations and screenings will be maintained and

monitored by ATSU-KCOM immunization coordinator in the office of Clinical Affairs. All testing is at the expense of the student.

Under certain circumstances, a request for exemption from preventive health requirements may be provisionally granted if a state of Missouri allowable immunization exemption certificate is on file with the ATSU-KCOM immunization coordinator. However, ATSU-KCOM cannot guarantee placement in a clinical region or in clinical clerkships (rotations) when this exemption is granted. Consequently, students receiving an exemption from preventive health requirements may take longer or may not be able to complete the curriculum and graduate.

Required immunizations are updated annually and therefore subject to change.

1. Required proof of the following immunizations prior to matriculation:
  - a. Diphtheria, Tetanus, Pertussis (DTP) series
  - b. Hepatitis B series
  - c. Positive Hepatitis B Surface Antibody Titer (Negative result follow-up requirement listed below)
  - d. Measles, Mumps, Rubella (MMR); if documentation cannot be produced, a titer is required
  - e. Meningococcal
  - f. Polio series; if documentation cannot be produced, a titer is required
  - g. Tdap
  - h. Varicella series; if documentation cannot be produced or student contracted the chickenpox, a titer is required
  - i. Negative Hepatitis B Surface Antibody Titer follow-up options:
    1. Repeat the three vaccination series and repeat Surface Antibody Titer one or two months later.
    2. Receive one booster vaccination and repeat Surface Antibody Titer one to two months after. (If the titer is still negative, processed with the completion of the series and additional titer).
  - j. Non-Responder Hepatitis B - If you have completed the full 3 vaccination repeat series, and your repeat Hepatitis B Surface Antibody Titer is still non-immune, you are required to complete a Hepatitis B Surface Antigen Titer to test for active/chronic Hepatitis B
2. Required immunizations while an active student at ATSU-KCOM:
  - a. Tdap/Td Booster
  - b. Annual Influenza
3. Recommended Immunizations & Titers (some clinical training sites may require some or all of these):
  - a. Hepatitis A Series
  - b. MMR Titers

### *Certification*

Some clinical training sites require that students show proof of immunity (example: measles) before being allowed to train at the site. Therefore, it is recommended that students have this testing done in advance of the clinical training portion of their curriculum.

### *Screenings*

Required proof of the following screenings while an active student at ATSU-KCOM:

1. Tuberculosis Screening (TST, IGRA or chest x-ray). Required of all students annually.
2. Drug screenings as required by regions prior to participation in rotations. Students will be notified of these requirements. Updated screenings may be required by specific rotation sites. Drug screenings may also be conducted if reasonable suspicion or fitness-for-duty concerns arise. Students are required to provide body substance samples to determine the use of illicit drugs. The University will protect the confidentiality of all drug test results unless criminal charges are involved. All testing is done at the expense of the student. A student who tests positive may be immediately placed on suspension until further action is taken. Action will be made in accordance with University policy. The student shall not return to any clinical activities until formally approved and notified in writing. Additional requirements may be imposed. Failure to comply with any or all requirements may result in further disciplinary action including dismissal.

Students will be notified of impending non-compliant status. Students not in compliance with the immunization and screening requirements will be reported to the Associate Dean of Academic Affairs (DO program) or the Graduate Program Committee (Biomedical Sciences). In addition, non-compliant students may be immediately removed from clinical experience and direct patient care until compliance is achieved. Proper adherence to the requirements necessitates good advanced planning.

## Doctor of Osteopathic Medicine

As the founding college of osteopathic medicine, ATSU-KCOM DO students receive comprehensive medical education that includes access to the latest technology, including human patient simulators, simulated patient encounters, and broad educational experience. The Complete DOctor, a course specific to ATSU-KCOM, incorporates early clinical experiences with didactic study in physical exam skills, cultural diversity, communication skills, spirituality in medicine, medical law, and ethics.

ATSU-KCOM DO students spend their first two years studying the basic sciences and clinical introductions in a campus setting. In the third and fourth years, students participate in clinical rotations in one of ATSU-KCOM's national rotation regions.

ATSU-KCOM DO graduates represent a diverse group of osteopathic physicians practicing in every state and several foreign countries. They span all medical specialties and sub-specialties and comprise approximately a quarter of all practicing osteopathic physicians.

## Length of Program

ATSU-KCOM's Doctor of Osteopathic Medicine program graduates will have earned a minimum of 209 credit hours. The program is a four-year program. Osteopathic medical students must complete the program within 150 percent of the standard time (six years following matriculation) excluding periods during which the student is not enrolled in the program.

## Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee	Medical Equipment Fee
Class of 2024, year 1	\$57,140.00	\$1,150.00	\$1,078.00
Class of 2023, year 2	\$57,140.00	\$1,150.00	
Class of 2022, year 3	\$57,140.00	\$1,150.00	
Class of 2021, year 4	\$57,140.00	\$1,150.00	

## Admissions

### Application process

ATSU-KCOM participates with other osteopathic colleges in a centralized application processing service called the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS). This service will collate materials, compute grades, and transmit standardized information to the applicant and the colleges which the applicant designates to receive them. AACOMAS takes no part in the evaluation, selection, or rejection of applicants.



Applications may be obtained at [www.aacom.org](http://www.aacom.org) or from AACOMAS at 7700 Old Georgetown Road, Suite 250, Bethesda, MD 20814, phone: 301.968.4100.

The College will send the applicant a secondary application if general qualifications are met. A non-refundable application fee and letters of recommendation from the pre-medical committee and a physician or employer will be required at the time the secondary application is submitted.

Applications must be submitted no later than February 1 of the academic year prior to which admission is sought. Applicants are encouraged to apply far in advance of the February 1 deadline. Additional information regarding the program application deadline date, tuition and expenses, and related financial assistance can be found at [www.atsu.edu](http://www.atsu.edu), or email inquiries may be sent to [admissions@atsu.edu](mailto:admissions@atsu.edu).

## Admission Requirements

Applicants for admission to the first-year DO class must meet the following requirements prior to matriculation.

1. The applicant must have achieved a minimum 2.8 cumulative GPA and a 2.8 science GPA (based on a 4.0 scale). Applicants seeking admission with the intention of not having a degree prior to matriculation are required to have a minimum 3.5 cumulative GPA, a 3.5 science GPA, and a 504 on the Medical College Admission Test (MCAT).
2. Applicants must have completed 90 semester hours or three-fourths of the required credit for a degree from a college or university (30 hours of which must be at a four-year, degree-granting institution) accredited by a regional educational association. Most of the candidates who are accepted for admission have earned a baccalaureate degree prior to matriculation. It is recommended that applicants complete a bachelor of art or science degree from an institution accredited by a regional accrediting association.
3. Applicants must have completed one full academic year or the equivalent in each of the following with a final grade of C or above:
  - o English – 6 semester hours/9 quarter hours. The student should be fluent in the oral and written use of English.
  - o Biology – 8 semester hours/12 quarter hours. Must include a laboratory and a basic course in general biology or general zoology.
  - o Physics – 8 semester hours/12 quarter hours. Must include a laboratory and cover the study of mechanics, sound, heat, magnetism, electricity, and light.
  - o General or Inorganic Chemistry – 8 semester hours/12 quarter hours. Must include a laboratory.
  - o Organic Chemistry – 8 semester hours/12 quarter hours. Must include a laboratory.
4. Elective subjects should afford a broad educational and cultural background as encouraged by the applicant's pre-professional adviser. Courses in molecular biology, genetics, behavioral sciences, biochemistry, human anatomy/ physiology, and humanities are encouraged.
5. Applicants are required to submit scores from the MCAT that have been taken within three years from the date of application.
6. Matriculants are required to submit official transcripts from all colleges and universities attended by the date of matriculation including confirmation of an undergraduate degree, unless accepted under the non-degree application requirements.
7. ATSU-KCOM and many of its clinical affiliations require criminal background checks on matriculants and students to ensure the safety of patients and employees. The checks are conducted by a vendor selected by ATSU. The student will pay the cost of the criminal background check directly to the vendor. Failure to comply with this mandate will result in denial to matriculate. A matriculant with a positive criminal background screen will be reviewed.

8. Matriculants will meet the minimum technology specifications.
9. Applicants must be a U.S. citizen or permanent resident.
10. Applicants must be fluent in the oral and written use of English.

## Transfer Student Admission

Requests for transfer into the DO program at ATSU-KCOM must be made to the Admissions department. Applicants must currently be enrolled in medical school and cannot previously have been rejected by ATSU-KCOM.

Applicants may only transfer from medical schools and colleges accredited either by AOA COCA, or by the Liaison Committee on Medical Education (LCME). When a student transfers from another college of osteopathic medicine (COM), or an LCME accredited medical school or college, the last two years of instruction must be completed at ATSU-KCOM. In the case of LCME transfers, the ATSU-KCOM requirements for osteopathic manipulative medicine must be completed prior to graduation.

The following documentation must be on file before being considered for admission.

1. A letter from the academic dean or designee of the current professional school indicating the student is presently in good academic standing.
2. Minimum cumulative and minimum science GPA of 2.8 on a 4.0 scale.
3. Official transcript from the transfer school. (ATSU-KCOM will review and confirm the approval of the transfer credits via a letter for the student's file.)
  - o Confirmation of a bachelor's degree or 90 semester hours or three-fourths of the required credit for a degree from a college or university (30 hours of which must be at a four-year, degree-granting institution) accredited by a regional educational association.
    1. Submitting an AACOMAS or AMCAS application may fulfill this.
  - o If accepted for admission, official transcripts from all colleges and universities attended will have to be provided prior to matriculation.
4. MCAT score(s)
5. Secondary application and secondary fee
6. Additional documents or letters of evaluation as determined by the Admissions Committee may be requested.

Following the receipt of the above credentials, if considered qualified for admission, the completed application will be reviewed and the applicant will be invited for an on-campus interview.

The applicant will have a minimum of four interviews including the Associate Dean of Clinical Affairs, Vice President of Student Affairs, Assistant Vice President of Admissions, and a basic science or clinical faculty member.

Following an academic report (credit evaluation) by the Associate Dean of Curriculum, the Admissions Committee will determine whether the applicant will be accepted for admissions, the amount of credit allowed, and the standing of the applicant.

## Transfer Credit

ATSU-KCOM does not accept transfer credit for students admitted to the first-year DO class. Please see the transfer student section for information regarding how to transfer from a current medical program into the DO program.

## Still Scholars Early Acceptance Program

The Still Scholars Early Acceptance Program is designed to provide admission opportunities to outstanding students who aspire to become osteopathic physicians. ATSU-KCOM prides itself on developing physicians who focus on whole person healthcare and community service and looks for students who also hold these values. ATSU-KCOM's Still Scholars Early Acceptance Program rewards highly capable students who are dedicated to the osteopathic philosophy with admittance into our institution's founding osteopathic medical program without traditional MCAT requirements. This program encourages students to focus on developing strong academic and leadership skills, yet allows them to focus on their undergraduate experience without the additional pressures of preparing for the MCAT. In addition, Still Scholars are awarded an academic scholarship for medical school upon entry to ATSU-KCOM.

Priority consideration agreements are in place with various undergraduate institutions across the United States to help pre-screen qualified applicants; however, students from any four-year accredited undergraduate institution in the United States may apply. Students representing schools that have an agreement with ATSU-KCOM receive priority consideration in the selection process. Applicants must qualify for selection as per the agreement established between ATSU-KCOM and the specific institution.

ATSU-KCOM has agreements with the following institutions:

- Dillard University
- Doane University
- Elmhurst College
- Greenville University
- Langston University
- MCPHS University
- Missouri S&T
- Missouri State University
- Northwest Missouri State University
- Rockhurst University (In Progress)
- Southeast Missouri State University
- St. Xavier University (In Progress)
- Truman State University
- Westminster College
- William Jewell College

For more information on the Still Scholars Early Acceptance Program, please contact residential admissions at [admissions@atsu.edu](mailto:admissions@atsu.edu) or by phone at 866.626.2878 ext. 2237.

## Early Decision Program

The Early Decision Program is a service for highly qualified medical school applicants who have made a definite decision that ATSU-KCOM is their first choice among medical schools. In order to be considered, the applicant must meet all of the following requirements and agree to apply only to ATSU-KCOM until an early decision notification is made. To qualify for early decision the applicant must meet all stated admissions criteria in addition to:

1. Meet a minimum GPA of 3.5 both cumulative and in the sciences.
2. Have taken the MCAT and earned a composite score of 504 or higher.
3. Submit the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS) application, MCAT scores and transcripts from all institutions attended to AACOMAS by August 1. Applications become available through AACOMAS June 1. For information contact AACOMAS 7700 Old Georgetown Road, Suite 250, Bethesda, MD 20814, phone: 301.968.4190, [www.aacom.org](http://www.aacom.org)
4. File all secondary materials and letter of intent with Admissions by September 1.

5. Withhold all applications to other medical schools until an early decision is made by ATSU-KCOM.
6. Interviews will be conducted in early October for qualified applicants.
7. The Admissions Committee will release a decision within two weeks of the interview.
8. A \$1,000 non-refundable acceptance fee will be required by December 15.

## International Student Admission

Students who are non-citizens or not permanent residents of the United States are not eligible to apply for the DO program at this time.

## Priority Consideration Agreements

### *Pre-Med/Med Accelerated Track*

The Pre-Med/Med Accelerated Track program is a "3+4" program offered conjointly between Truman State University and ATSU-KCOM. Selected students in Truman's Bachelor of Science (BS) in Health Science or BS in Exercise Science programs will begin their first year in the ATSU-KCOM DO program after completing their third year at Truman.

Truman health science or exercise science students who are interested in applying for the "3+4" program will need to meet the following requirements:

1. Maintain a GPA (cumulative/science) of 3.5 or higher (4.0 scale) within the Health Science or Exercise Science Degree Tracks.
2. Completion of all prerequisite course work by the end of the junior (3rd) year.
  - o Biology/Zoology- 8 hours with lab
  - o General Chemistry-8 hours with lab
  - o Organic Chemistry-8 hours with lab
  - o Physics-8 hours with lab
  - o English 6 hours
3. Display maturity and strong interpersonal communication skills.
4. Be involved with extracurricular activities; gain exposure to medicine through clinical shadowing experiences, community service, volunteering and campus organizations.
5. Be a full-time Truman student.
6. Be a law abiding citizen.
7. Must be a U.S. citizen or permanent resident.
8. During the fall of the junior year, complete a verified AACOMAS application, ATSU-KCOM secondary application, and provide letters of recommendation.
9. Follow the Pre-Med/Med Accelerated Track three year sequence of courses at Truman.
10. Satisfy all Truman requirements prior to enrollment to ATSU-KCOM.

Upon successful completion of the Pre-Med/Med Accelerated Track the student will receive a Bachelor's of Science Degree (BS) in Exercise Science or Health Science from Truman State University as well as a Doctor of Osteopathic Medicine Degree (DO) from A.T. Still University - Kirksville College of Osteopathic Medicine.

Please contact the Truman or ATSU Admissions Department for more information.

## Selection of Applicants

The Admissions Committee seeks those individuals who identify with the goals of ATSU's mission statement and ATSU-KCOM's mission statement. Applicants are screened for academic achievement, clinical involvement, interpersonal relations, leadership and service, perseverance, maturity, motivation, and osteopathic awareness.

Applicants who reach the final phase of the selection process will be invited to campus for an interview. All applicants selected for admission are interviewed prior to acceptance. The Admissions Committee reserves the right to accept, reject, or defer an application.

Students sent a letter of acceptance are granted a specified time period to notify ATSU-KCOM of their intention to enroll. Accepted students must submit the following to Admissions prior to matriculation.

1. Signed admission agreement
2. Non-refundable deposits
3. Copies of official transcripts from every institution attended
4. Immunization record
5. Criminal background check through the University approved vendor
6. Proof of health insurance form

Admission after acceptance is also subject to the satisfactory completion of all academic requirements.

## Minimal Technical Standards for Admission and Matriculation

### Introduction

A.T. Still University's Kirksville College of Osteopathic Medicine (ATSU-KCOM) is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU-KCOM DO students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner.

### Statement of Diversity and Inclusion

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

ATSU-KCOM admits and matriculates qualified osteopathic medical students. A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

In adopting these standards the College believes it must keep in mind the ultimate safety of the patients who may be involved in the course of the student's education as well as those patients for whom its graduates will eventually care. The Standards reflect what the College believes are reasonable expectations of osteopathic medical students (and physicians) in learning and performing common osteopathic medical treatment.

## Categories, Standards, and Examples

A Doctor of Osteopathic Medicine (DO) must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to carry out the activities described below, students must be able to consistently, quickly, and accurately integrate, analyze, and synthesize data. Students must possess, at a minimum, the following abilities and skills: observation; communication; motor; sensory; strength and mobility; intellectual, conceptual, integrative and quantitative; and, behavioral and social. These abilities and skills comprise the categories of ATSU-KCOM Minimal Technical Standards for Admission and Matriculation and are defined below. The examples mentioned are not intended as a complete list of expectations, but only as samples demonstrating the associated standards.

1. Observation: Students must have sufficient vision to observe demonstrations, experiments and laboratory exercises. Students must have adequate visual capabilities for proper evaluation and treatment integration. They must be able to observe a patient accurately at a distance and up close.
2. Communication: Students should be able to hear, observe and speak to patients in order to elicit and acquire information, examine them, describe changes in mood, activity, and posture, and perceive their nonverbal communication. Students must also be able to communicate effectively in oral and written form with staff and faculty members, the patient and all members of the health care team.
3. Motor: Motor demands include reasonable endurance, strength and precision. Students should have sufficient motor function to execute movements reasonably required for general care and emergency treatment. Such movements require coordination of both gross and fine muscular activity, equilibrium, and functional use of the senses of touch and vision.
4. Sensory: Students need enhanced sensory skills including accuracy within specific tolerances and functional use for laboratory, classroom and clinical experiences. Students who are otherwise qualified but who have significant tactile sensory or proprioceptive disabilities must be evaluated medically. These disabilities include individuals who were injured by significant burns, have sensory motor deficits, cicatrix formation, or have malformations of the upper extremities.
5. Strength and mobility: Students must have sufficient posture, balance, flexibility, mobility, strength and endurance for standing, sitting and participating in the laboratory, classroom and clinical experiences.
6. Intellectual, conceptual, perceptual, integrative and quantitative: These abilities include reading, writing, measurement, calculation, reasoning, analysis, and synthesis. In addition, students should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Problem solving, the critical skill demanded of physicians, requires all of these intellectual abilities.
7. Behavioral and social: Students must possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive, and effective relationships. Students must be able to tolerate physically demanding workloads and to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in clinical problems of patients. Compassion, maturity, honesty, ethics, concern for others, interpersonal skills, interest, and motivation are all personal qualities that will be assessed during the admission and educational processes. Students shall be prepared to endure the physical and emotional demands of the medical profession.

Please also reference examples of associated standards here: Minimal Technical Standards of the KCOM DO program

## Additional Information

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

## Applying for Academic Adjustments

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President of Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

## Graduation Requirements

Students in the DO program at ATSU-KCOM must meet the following requirements for graduation. Each student must have:

- Been a student in an accredited osteopathic university or equivalent for at least four academic years.
- Been enrolled in ATSU-KCOM during his or her final two years of education. Must complete, to the satisfaction of the faculty, prescribed courses and clinical rotations.
- Passed the National Board of Osteopathic Medical Examiners, Inc. (NBOME) Comprehensive Osteopathic Medical Licensing Examination (COMLEX) Level 1, COMLEX Level 2 Cognitive Evaluation (CE), and COMLEX Level 2 Performance Evaluation (PE) prior to graduation.
- Successfully complete all academic, administrative, and professional requirements for promotion.
- Been approved by faculty vote for promotion to graduation.
- Satisfactorily discharged of all financial obligations to the University.
- Completed the ATSU-KCOM Exit Questionnaire "Senior Survey."
- Attended, in person, a commencement program at which time the degree is conferred.

## Extended Academic Programs

In order to participate in commencement, students must have completed all clinical requirements prior to July 1 of their graduation year. Students with an extended academic program who are expected to complete all graduation requirements by December 31 of the graduation year, may participate in commencement. For students with extended academic programs, the official graduation date will be the last day that the student participates in coursework or the day following notification of passage of the final board examination required for graduation.

## Class Rank

Class rank will be calculated for ATSU-KCOM DO students at the end of the fall and spring term for each of the first two years of medical school. Enrollment Services will notify students when the ranking is available for viewing on the CampusNexus Student Portal. ATSU-KCOM ranks students in quartiles.

- Quartile 1: better than approximately three-quarters of the class
- Quartile 2: better than approximately one-half of the class
- Quartile 3: better than approximately one-quarter of the class
- Quartile 4: lower than approximately three-quarters of the class



## Physical Health Services

Each medical student is strongly encouraged to establish a relationship with and utilize the services of a primary care provider for comprehensive healthcare as well as for the acute care of illness. Each student must sign an attestation stating that any physician caring for him or her via a therapeutic relationship or for sensitive health services will not be involved in the grading or assessment as they proceed through medical school. A therapeutic relationship is defined as either ongoing provision of healthcare services (more than two interactions) or any health care services involving "sensitive health services." Sensitive health services include but are not limited to, psychiatric/psychological counseling, substance abuse, and sexually transmitted diseases.

ATSU requires all students enrolled in a residential program to maintain active health insurance coverage in order to readily access diagnostic, preventive, and therapeutic healthcare in all regions where training occurs. See Health Insurance requirements University Student Handbook.

ATSU-KCOM maintains specific immunization and screening requirements of matriculants, students, and fellows with reporting and monitoring requirements maintained by the immunization coordinator in the Clinical Affairs office.

## Mental Health Counseling Services

Mental health services are available to all ATSU-KCOM students 24 hours a day, 365 days a year from all locations via the Well-Connect Program:

- Online information and resources at [www.wellconnectbysrs.com](http://www.wellconnectbysrs.com)
- Or by telephone: 866-640-4777
- Student Access Code: ATSU-STU
- Faculty Access Code: ATSU-FAC

See the Behavioral Health & Wellness Counseling page for more details on counseling services. For more information on counseling services in the clinical regions see the ATSU-KCOM Student Manual.

## Career Counseling

ATSU-KCOM provides career counseling to all students predominantly via the Academic Affairs office with assistance and collaborative efforts across the university. A variety of career counseling activities are available including:

- Student success forums in years 1 and 2
- Specialty introductions by physician faculty
- Optional small group sessions related to board examination preparation and positioning for residency
- Networking with residency programs
- On-going monitoring and advising for board examinations
- Small group career planning session (required)
- Regional video meetings
- Couples residency match planning
- Technical assistance with curriculum vitae and personal statements
- MSPE preparation and review
- On-going monitoring and advising through the residency application process
- Technical assistance for unmatched students.

Students may request career counseling via the ATSU-KCOM Academic Affairs office.



## Academic Standards

### Professionalism

An important aspect of the ATSU-KCOM DO program is the development of professional behaviors and role identity.

Students are expected to conduct themselves in a professional and ethical manner at all times. Students on clinical rotations and in other professional settings are expected to dress professionally and appropriately for the environment. Honesty, compassion, integrity, confidentiality, accountability, respectfulness, altruism, and excellence are expected in all situations. In addition, students are expected to comply with institutional policies and procedures as well as city, county, state, and federal laws and regulations.

ATSU-KCOM considers breaches of professional conduct as academic deficiencies. Specifically, breaches in professionalism may demonstrate lack of progress toward and attainment of osteopathic core competencies (e.g., professionalism, interpersonal and communication skills).

### Dress Code

For all real or simulated patient activities, students must maintain an appearance that demonstrates respect, trust, and credibility. The reasons for appropriate attire include infection control, communication, and cultural sensitivity. Patient trust and confidence in their health care provider are essential for successful treatment experiences and outcomes. All clothing should be neat, clean and of appropriate size and fit for the clinical setting. Good personal hygiene is expected. The student should confirm requirements for appropriate attire including, but not limited to, footwear, jewelry, hair, nails, fragrances, makeup, and identification badge(s) for each clinical setting/rotation. Guidelines related to dress code are available in the ATSU-KCOM Student Manual.

### Clinical Rotation Conduct

In the event the Regional Assistant/Associate Dean (RAD) or Director of Student Medical Education (DSME) determine that a student may constitute a threat to the student's personal welfare, fellow students, staff, or patients, the RAD/DSME has the authority to immediately remove the student from clinical rotations and/or from the academic environment. The notification must be in writing and the Associate Dean of Academic Affairs must be notified immediately. Situations where such action may be necessary include, but are not limited to, substance abuse (alcohol and other drugs), medical or psychological illnesses, suspected illegal behavior and suspected abuse (physical, sexual, or emotional). Once removed, the student is no longer covered by the professional liability coverage provided by the University.

Upon notification, the Associate Dean of Academic Affairs will initiate the proper review to expedite resolution of the interim status. Action will be made in accordance with ATSU-KCOM and University policy.

### Supervision in the Clinical Environment

While in the clinical training portion of the academic program, medical students are assigned a regional assistant dean and/or a director of student medical education to oversee their overall learning and professional development. Students may only participate in clinical rotations in hospitals, facilities or with preceptors where a formal affiliation agreement, letter of agreement or contract with ATSU-KCOM is in place. For each clinical rotation, a preceptor of record provides and assures supervision in the clinical setting.

While in clinical learning situations involving patient care, medical students must have direct, on-premises supervision by a licensed healthcare professional. Direct supervision includes:

- Physically present – licensed healthcare professional is located in the same room as the student when patient care is rendered.
- Immediately available – licensed healthcare professional is located in the facility and immediately available to be physically present.

The Preceptor of Record must be a credentialed, licensed, board certified or eligible physician (AOA/ABMS) who has been appointed to the ATSU-KCOM faculty to oversee student learning including oversight in the clinical environment as well as a formal review of student performance in the clinical rotation. Students may also work with other licensed physicians and licensed healthcare professionals while on clinical rotations. See the ATSU-KCOM Student Manual for additional information.

## Injuries and Accidents on Clinical Rotations

Any student who sustains an injury or bloodborne pathogen exposure while on clinical rotations must notify their RAD/DSME and regional coordinator as soon as possible and follow the processes herein and in the ATSU-KCOM Student Manual.

In the event the injury involves exposure to bloodborne pathogens, notify the clinical site's occupational medical staff immediately and follow their protocol for bloodborne exposure. A needle-stick protocol checklist and post-exposure guidelines are provided in the ATSU-KCOM Student Manual and on the ATSU-KCOM app for rapid reference.

Follow these steps if you have an injury (including a needle-stick injury) while on a rotation:

1. Notify your supervising physician immediately.
2. Seek appropriate care:
  - a. Bloodborne Pathogen Exposure: Follow the clinical site's protocol for risk evaluation and post-exposure prophylaxis. This information can be obtained through the Emergency Department or the Risk Management Department.
  - b. Other injury: Seek medical attention, as needed. Follow your clinical site's risk management protocol for reporting and treatment.
3. Notify the ATSU-KCOM Clinical Affairs office, your RAD/DSME, and your regional coordinator immediately or as soon as possible, and follow the processes on the ATSU-KCOM Student Manual.
4. Keep one complete set of documents for your personal records (medical record, incident report, data) and give the incident report and confirmation that you followed the clinical site's post-exposure guidelines to your RAD/DSME or regional coordinator. You do not have to provide personal medical information to the RAD/DSME or regional coordinator. However, you are required to provide documentation that you sought medical advice and any required treatment following national health guidelines.

Use your health insurance to cover any medical expenses incurred as a result of an injury at clinical sites. ATSU has purchased accident insurance and needle-stick coverage that may help to defer the cost of needle-stick injury or exposure to bloodborne pathogens. For more information on the accident insurance and needle-stick coverage, see the ATSU-KCOM Student Manual.

## Safety Issues on Clinical Rotations

Every site should have a disaster plan directing individuals' actions in the event of an emergency (i.e. tornado, violence at the site, etc.). In the event of an emergency follow the site's emergency plan and the direction of your site supervisor. As soon as it is safe and feasible, please notify ATSU-KCOM administration regarding your status.

Students are required to become familiar with the safety procedures established in each clinical facility. As in every situation, especially when one is in an unfamiliar environment, it is prudent to maintain good situational awareness and to be cognizant of surroundings.

## Professional Liability, Supplemental Accident, and Disability Insurance Coverage

### *Professional Liability Coverage:*

ATSU-KCOM DO students enrolled in 'active status' have professional liability coverage provided by the University. Coverage is in effect for:

- Situations that arise in the United States. It does not cover or defend malpractice outside of the United States.
- ATSU-sponsored experiences. All appropriate documentation must be completed prior to the start of a rotation to secure professional liability coverage. Experiences that are not sponsored by ATSU will not be covered.

### *Supplemental Accident Insurance:*

The insurance is supplemental accident insurance and does not apply to sickness or illness. It does not substitute health insurance coverage required for enrollment. The supplemental accident insurance provides coverage after a primary health insurance claim has been filed. Coverage applies while the student is enrolled in 'active status' and:

1. Is participating in college courses, labs, and clinical training that is sponsored by ATSU;
2. Is on premises designated and supervised by ATSU-KCOM;
3. Is on premises used for classes, labs or clinical training (clinical rotations); or
4. While traveling with a group in connection with the activities under the direct supervision of ATSU.

Travel to and from a curriculum activity is not covered.

Steps for filing a claim:

1. The student will file a claim to their personal health insurance (primary coverage).
2. The student will complete a claim with the accident insurance coverage and return it to the Associate Dean of Clinical Affairs for verification of enrollment.
3. The Clinical Affairs office will forward the completed claim form to the student.
4. The student will forward the accident coverage claim form along with primary health insurance explanation of benefits (EOB), if available, billing statements, and supporting documents to the accident insurance provider.

### *Disability Insurance*

ATSU students enrolled in residential clinical-based programs are required to carry University-provided disability insurance coverage. See the ATSU Student Handbook for more information on disability insurance.

## ATSU-KCOM Attendance Policy & Guidelines

### Extended Absence - Contract Required

Extended Absence - A contract is required for absences lasting 6-15 days. Contact Associate Dean of Academic Affairs to discuss this option before taking action. See ATSU University Catalog for additional information and the appropriate form to complete.

Student Leave - For a leave greater than 15 days. Contact Associate Dean of Academic Affairs to discuss this option before taking action. See the ATSU University Catalog for additional information and the appropriate form to complete.

## **OMS I and OMS II Students**

Required attendance activities are denoted on the student calendar (R). Students are encouraged to attend all academic activities to optimize their learning. ATSU-KCOM offers 3 personal days and 3 conference presentation days per academic year for DO students.

All planned absence requests for first and second year students should be submitted two (2) business days prior to the absence on the appropriate electronic form via the ATSU-KCOM Student Manual (see attendance years 1-4) or ATSU-KCOM app (under student success). Retroactive excused absence requests or requests submitted fewer than two (2) business days may not be considered or approved. For absences greater than five days, see the Excused Absence Policy in the ATSU Policies section of this catalog. Questions about attendance can be directed to the office of Academic Affairs via email at [kcomabsences@atsu.edu](mailto:kcomabsences@atsu.edu).

### *Personal Days*

Personal days are to be used for planned absences (see examples below). Students are allowed up to three (3) personal days per academic year where scheduled required activities may be made up (if the exercise is reproducible). Any portion of a day requested as a personal day will count as an entire day off. Personal days should not be used for high-stakes assessments (e.g., section exams, practicals, finals). Each student is responsible for their own academic progress.

Examples of personal day use include:

- Religious observations
- Wellness exams
- Elective medical procedures
- ATSU/ATSU-KCOM club representation at regional/national meetings
- Weddings

### *Conference Presentations*

Students may be approved for an excused absence for up to three (3) days to travel to and attend a meeting or conference during which the student is making a scholarly presentation. Additionally, conference absences may be used to attend meetings as a representative of a school-sanctioned organization (e.g. SGA president, KOAA board representative, etc.). The student may be required to submit appropriate documentation with the absence request.

### *Unplanned Absences*

ATSU-KCOM recognizes that unplanned absences from required curricular activities may arise. Students may request an unplanned excused absence for medical reasons (with proper documentation, e.g. physician note) or unplanned/unanticipated events. Examples:

- Student illness, accident, and/or hospitalization (with proper documentation)

- Immediate family member acute illness or funeral
- Absences for reasons beyond the control of the students (e.g., weather, flight cancellations) may be considered. If approved, a personal day will not be used.

### *Make-up for excused absences*

If a first or second year student's absence is determined to be excused, appropriate individuals within the college will be notified that the student is authorized for make-up. A makeup is offered for all major examinations. Either the Medical Education and/or Osteopathic Medical Manipulation office representative or other appointed individual will contact the student to make notification of the make-up schedule.

Some courses or activities have built-in leeway for missing class or assessment and no make-up is offered, even if the absence is excused. Finally, sometimes a make-up is not possible due to the nature of the activity even if the student was granted an excused absence.

## **OMS III and OMS IV Students**

Students are required to make appropriate and timely notification if they will be absent. Students must notify preceptors if they will be away expectedly or unexpectedly. The following are descriptions of each type of absence.

### *Excused absences*

Third and fourth year students should submit absence request forms to their Regional Assistant/Associate Dean (RAD) or Director of Student Medical Education (DSME). The form can be found in the ATSU-KCOM Student Manual. Students are also responsible for notifying their region site coordinator and preceptor immediately for an excused absence to be approved.

### *Personal/Conference Day/Medical*

Students are allowed up to 3 personal days per academic year. Personal days must be approved in advance by the RAD/DSME, cannot be used consecutively without prior approval of the RAD/DSME, and cannot be carried over from the third year to the fourth year. In the case of an urgent absence, students must notify their regional coordinator immediately who will then submit the request to the RAD/DSME for review.

Students are allowed up to 3 days per academic year to attend qualifying conferences. Conference days must be approved in advance by the RAD/DSME. Conference days cannot be carried over from the third year to the fourth year.

Medical excused absences must be approved by the RAD/DSME. Whenever possible medical excused absences should be approved in advance.

### *Postgraduate Interviews*

For postgraduate interviews, students must complete the required excused absence form and discuss with and obtain approval by the RAD/DSME and regional coordinator prior to the absence. Students are encouraged to schedule interviews for postgraduate programs during vacation, personal days, etc. and to limit time off during clinical rotations.

The RAD/DSME along with the preceptor will determine the scope of any work that needs to be addressed or completed as a result of absences related to travel for interviews.

### *Flextime/Vacation Time*

Vacations are scheduled in conjunction with the regional site coordinator to accommodate the rotation schedule.

- OMS III - Winter Break is scheduled for all third year students to commence in mid to late December and lasts for 2 weeks.
- OMS IV - Three weeks of flextime/vacation time is scheduled by the student and approved by the region. All flextime/vacation time must be taken between rotations unless special permission is granted by the RAD/DSME. It must be used in full week increments (no partial weeks). Flextime/ vacation time is often used to fill gaps in student schedules between rotations. It may also be used for a variety of purposes including vacation, non-credit academic time, residency interviews, etc.

### *Cumulative Absences*

Students should not be absent for more than 2 days for any 2-week period. Absences beyond the 2 days will be evaluated with potential make-up time scheduled, as appropriate.

### *Management of Illnesses during OMS III and OMS IV*

If a student contracts an illness, he/she should contact the RAD/DSME and regional coordinator to notify them of the medical status. The attending preceptor should also be contacted by the student or appropriate regional representative should the student be incapacitated. Students should follow the CDC recommendations that people with illness remain at home until at least 24 hours after they are free of fever (100 degrees F) or signs of a fever without the use of fever-reducing medications. Should further guidelines related to illness be established by the facility to which the student is assigned, the student should also follow the facility guidelines. Once the student has recovered, an individualized plan for makeup will be developed. If an extended absence (absence lasting 6-15 days) is required, please contact the Associate Dean of Academic Affairs at [KCOMAbsences@atsu.edu](mailto:KCOMAbsences@atsu.edu).

### *Clinical Hours*

Although a regional coordinator may provide a tentative daily schedule for a clinical rotation, the student is responsible to their assigned preceptor during clinical duty hours on each rotation. The student is required to keep the hours expected by the preceptor. A 'typical' student clinical day begins at 7 a.m. and ends at 7 p.m. but will be confirmed by the preceptor or designee. Students may be required to work overnights and be 'on call.' Ideally, the student should:

- Not be involved in patient care for greater than 24 continuous hours or required to attend patient hand-offs or didactic sessions for more than an additional 6 continuous hours (30 hours total).
- Have two weekends per month free.
- Not typically work more than 60 hours per week, on average.

### **ATSU-KCOM Student Promotion Board**

The responsibility of the ATSU-KCOM Student Promotion Board is to review and assess the academic progress and professionalism of all students and ensure that adequate progress is being made toward the doctor of osteopathic medicine degree. Reviewed material may include the entire academic record, subjective evaluations by course directors, faculty members, preceptors, staff, standardized patients and administrators, written notes, results of performance assessments such as PA I, PA II, and PA III, as well as other material necessary to fully evaluate the student's progress, including professional behaviors.

Lack of progress includes but is not limited to failure of one or multiple courses, failing the same course multiple times, failing a COMLEX, failing to make and sustain adequate progress in the attainment of the seven osteopathic competencies for medical students (osteopathic principles and practice, medical knowledge, patient care, interpersonal and communication skills, professionalism, practice-based learning and improvement, and systems-based practice), failing to successfully complete assignments and assessments, or failure to perform successfully in clinical rotations.

### *Composition*

The Dean appoints the Student Promotion Board. The Board is chaired by the Associate Dean of Academic Affairs or designee and includes five voting members from the faculty. In the case of a tie or to meet a quorum, the Chair is a voting member. Decisions of the Board are made by majority vote.

Non-voting consultants to the Student Promotion Board are the Associate Dean of Clinical Affairs, Associate Dean of Curriculum, Vice President of Student Affairs, and Learning and Disability Resources staff members. Additional appropriate faculty such as a DSME or RAD may be requested to attend the Student Promotion Board meeting without vote.

In the event that a course director is also a voting member of the committee, he/she will retain voting privileges. Clinical faculty members who serve on the Student Promotion Board must ensure that they do not have a therapeutic relationship with a student appearing before the Board and have not provided sensitive health services to the student. If such a relationship exists, the physician shall alert the Associate Dean of Academic Affairs to request an alternate be present to hear the student case.

### *Convening of Student Promotion Board*

To evaluate student progress, the Student Promotion Board will be convened by the Associate Dean of Academic Affairs at the end of the academic term or on an as needed basis at any time to consider lack of professionalism or academic progress by any student.

### *Student Attendance*

The student may be invited to attend the Student Promotion Board when the student's status is presented for discussion. The student will be notified of the date and time of the meeting at least two business days prior to the meeting (students may waive the two business day notice, if desired). When called before the Student Promotion Board, the student has the right to present a short statement and address questions before the Student Promotion Board. The student must be transparent in presenting the facts of the situation to the Student Promotion Board. In the case of information of a highly sensitive nature, the student may present such information to the Associate Dean of Academic Affairs, Associate Dean of Clinical Affairs, or Associate Dean of Curriculum prior to the commencement of the meeting of the Student Promotion Board. Professional dress is expected (without white coat).

### *Sanctions*

The Student Promotion Board can impose requirements, supports, and discipline appropriate to the circumstances. Additionally, the Board may impose a reprimand, place the student on probation, suspend the student or dismiss the student from the program. The Associate Dean of Academic Affairs will typically notify the student of the outcome, in writing, within 24 hours of the Board meeting.

### *Appeal*

The student may appeal the Student Promotion Board decision in writing to the Dean within five working days of notification of the Student Promotion Board decision only if new or significant information is revealed after the Student Promotion Board decision was made or if the student believes that the Student Promotion Board process was not followed as presented in the University Catalog. The Dean may meet with the Chair of the Student Promotion Board to discuss the appeal and determine if the Student Promotion Board process was followed. The Dean has the authority to overturn or uphold the Student Promotion Board decision. The highest level of appeal within the school is the Dean or the Dean's designee. Students who wish to appeal a Dean's decision regarding promotion or dismissal should review the Academic Appeals policy: Promotion and/or Dismissal Decisions.

### *Academic Probation*

Any DO student who has failed any course, rotation, or who has failed COMLEX Level 1, COMLEX Level 2 CE or COMLEX Level 2 PE may be placed on academic probation and informed in writing by the Associate Dean for Academic Affairs. Students may also be placed on probation due to professionalism issues. The purpose of probation is to alert the student, faculty, and administration to the fact that the student has experienced difficulty. Students on probation may not serve in student office, be excused from curricular activities for professional development, or attend conferences or events sponsored by the College without explicit permission from the Associate Dean for Academic Affairs or designee. These measures are employed to assist the student in concentrating on improvement in his or her academic and professional progress.

Once the deficiencies have been remediated by the student, the probation shall be removed by written notification from the Associate Dean of Academic Affairs or designee. The successful remediation of an academic course will be identified by a notation (RC) on the student's transcript.

## Curriculum

The DO curriculum at ATSU-KCOM is systems-based, patient-oriented, and multiple innovative learning models have been adopted throughout its evolution. Each course has numerous presentation styles including problem-based sessions, case-based presentations, web-based instruction, and small-group labs, workshops, and other activities in the first and second years. Osteopathic theory and methods are taught throughout the first two years, integrated through an interdependent alignment with basic science and clinical courses. Courses in the first two years prepare the student for the curriculum expected during the clinical rotation experience. Clinical curriculum, including didactics, labs, workshops, and osteopathic manipulative medicine, is delivered to students in regional sites during the third and fourth years.

The DO curriculum is designed as a linear curriculum; that is, students should successfully complete the schedule of courses offered in sequence during their first and second years of matriculation. To proceed through the curriculum, students must demonstrate successful completion of each prior section and each course contained within the section. Failure to do so is subject to Student Promotion Board consideration.

### First and Second Years

Early first semester is devoted to the foundation of basic medical sciences. Students spend the remainder of the first and second year learning clinical medicine and the evidence supporting it. ATSU-KCOM also includes clinical education experiences as early as the first semester. The first year of study includes a primary care clerkship. Osteopathic theory and methods are taught concurrently with the basic science and clinical courses during the first and second years.

Assessment during the first two years may include but is not limited to, multiple-choice question exams, similar to the national board examinations that are comprehensive and integrated across content. In addition, performance



assessment is used to assess physical examination skills, osteopathic manipulation skills, interpersonal skills, and clinical skills. Many of the performance skills are assessed in ATSU-KCOM's Performance Assessment Center and the Human Patient Simulation Center.

During the last 94 weeks of the academic program, students participate in clinical rotations at regional sites. The selection of rotation sites is by an electronic match and utilization of a personal statement. This match is held during the second year.

To be eligible to enter clinical rotations, students must have completed all OMS I and OMS II coursework with the exception of CMLX6500 (COMLEX Level 1). Students who have not taken COMLEX Level 1 prior to the start of clinical rotations must have an approved board study plan and timeline approved through the office of Academic Affairs.

Military students are strongly encouraged to participate in officer training prior to matriculation or during the first two years of medical education. Military students wishing to complete officer training during the third or fourth year may utilize elective time (equal to the number of weeks required by their respective branch – up to 6 weeks) for clinical requirements, as approved by the RAD/DSME and the Associate Dean of Academic Affairs. Students will complete the rotation report form and submit a copy of 'orders' to demonstrate confirmation of officer training. Upon receipt of documentation from the military program verifying completion, the course will be scored as pass/fail. The course will be documented on the student transcript as ELEC 8599 - Medical Military Officer Training.

### Third and Fourth Years

Third year clinical rotations typically begin on the fifth Monday following June 30th. Each region prepares an on-site orientation preceding the start of clinical rotations. Students must attend the on-site orientation for their region unless previously approved for an absence or for an alternative schedule by the Associate Dean of Academic Affairs or designee.

Documentation required for each rotation must be signed, completed and submitted for all third and fourth year experiences at least 30 days prior to the start of the experience. Proper procedures and forms will be included in the regional orientation sessions. Documentation includes but is not limited to Rotation Report Form, preceptor information and CV, hospital site information, updated audit/schedule, site application, site fee, provider agreement (if needed), and student personal health insurance.

Assessment of student learning during Foundations 1 clinical rotations includes clinical evaluations, NBOME COMAT examinations, and procedure logs recorded in the electronic tracking program. Other rotations are assessed via clinical evaluations. Additionally, students are assessed on curriculum performance via an oral case presentation, scholarly reports, online courses, and journal club presentations. Students are also assessed via a clinical skills performance assessment (PA-III) with standardized patient testing to assess physical examination skills, interpersonal skills, and clinical reasoning.

Students are responsible for working with the preceptor of record to assure that the clinical evaluation is completed by the final day of the rotation or notifying the regional coordinator if the preceptor has not responded. Students are required to complete the preceptor and rotation evaluation for Foundations 1 and 2 rotations within two weeks following the end of the rotation via the electronic evaluation system. Refer to the ATSU-KCOM Student Manual for further details.

Each region will have a series of scheduled education days. Attendance is required. Students should notify preceptors in advance if an education day is scheduled during their rotation period. It is the student's responsibility to be aware of this schedule and attend all required sessions. The site may also have didactic sessions with required student attendance. Responsibilities to the preceptor do not take precedence over required didactics.

Military students may schedule one four-week military rotation commitment as part of the Foundations 1 rotation schedule. The military rotation/specialty must be equivalent to the rotation requirement. The COMAT will be completed after returning to the region. Students must submit a request for military rotation substitution in writing to the Associate Dean of Academic Affairs via the regional coordinator. Students will receive notice in writing regarding the approval status of the request. Students should avoid scheduling a military rotation that will interfere with the PA-III testing and COMSAE exam dates. Military students may use all elective rotations for military rotations.

Students may obtain credit for mission trips. Mission trips completed as a component of a four-week rotation (completed as one continuous block) may be approved for credit pending review by the Associate Dean of Academic Affairs or designee. The same attending preceptor must accompany the student as part of the four-week experience. The mission trip may not exceed half of the scheduled time of the rotation. Students will receive clinical credit consistent with the entire four-week experience (e.g., pediatrics, surgery, etc.). The mission trip must be a clinical experience that includes patient care. Refer to the ATSU-KCOM Student Manual for more information for credit and non-credit mission trips.

### ATSU-KCOM Programmatic Educational Objectives

The ATSU-KCOM programmatic educational objectives are aligned with the osteopathic core competencies for medical students:

- A. Demonstrate knowledge of osteopathic principles and practice such that care of patients is approached from distinct behavioral, philosophical, and procedural aspects of osteopathic medical practices related to the four tenets of osteopathic medicine. [Osteopathic Principles and Practices and Manipulative Treatment]
- B. Demonstrate the understanding and application of established and evolving principles of foundational biomedical and clinical sciences integral to the practice of patient-centered care. [Application of Knowledge for Osteopathic Medical Practice]
- C. Osteopathic Patient Care and Procedural Skills
  - a. Gather accurate, essential data from all sources, including the patient, secondary sources, medical records, and physical examination (including structural examinations).
  - b. Formulate a differential diagnosis based on the patient evaluation and epidemiologic data and to prioritize diagnoses appropriately.
  - c. Perform basic clinical procedures essential for the generalist practice of osteopathic medical practice.
  - d. Provide diagnostic information; to develop a safe, evidence-based, cost-effective, patient-centered care plan.
  - e. Demonstrate health care services that are consistent with osteopathic principles and practice, including an emphasis on preventive medicine and health promotion based on best medical evidence.
  - f. Assess patient health literacy, counsel and educate patients accordingly.
- D. Demonstrate the ability to effectively document and synthesize clinical findings, diagnostic impressions, and diagnostic / treatment instructions in verbal, written, and electronic formats. [Interpersonal and Communication Skills in the Practice of Osteopathic Medicine]
- E. Consistently display high moral and ethical standards exemplifying integrity, humanistic behavior, cultural sensitivity, and responsiveness to the needs of the patient. [Professionalism in the Practice of Osteopathic Medicine]
- F. Assimilate and apply fundamental biostatistical and epidemiologic concepts, clinical decision-making skills, evidence-based medicine principles and practices, fundamental information-mastery skills, and methods to evaluate the relevance and validity of research information. [Practice-Based Learning and Improvement in Osteopathic Medicine]

### G. Systems-based Practice in Osteopathic Medicine

- a. Effectively identify and utilize system resources to maximize the health of the individual and the community, thus improving the health of populations.
- b. Work as part of an interprofessional team to identify areas for enhancing quality and patient safety and reducing medical errors and inequities.

Additionally, the Core Professional Attributes (CPAs) are a set of five cross-curricular meta-skills inherent to all A.T. Still University graduates including ATSU-KCOM osteopathic medical students. The CPAs enable graduates to select, adapt and apply their discipline-specific knowledge and skills to varying situations, enhancing competence and improving outcomes across all aspects of their roles as healthcare professionals.

## HIPAA and OSHA Training

Health Information Portability & Accountability Act (HIPAA) and the Occupational Safety and Health Act of 1970 (OSHA) training and certification is required for all ATSU- KCOM DO students.

The training occurs three times during the four-year program. Training is offered electronically with specific completion deadlines. Completion is documented within CampusNexusStudent and is reflected on the Certification and Immunization document. It is the responsibility of the student to maintain up-to-date HIPAA and OSHA training throughout the entire duration of enrollment. Students who do not comply with training requirements may be subject to discipline including removal from clinical rotations, suspension, and review by the Student Promotion Board.

## COMLEX-USA Policy

To advance through the osteopathic medicine program and graduate, students are required to pass the National Board of Osteopathic Medical Examiners (NBOME) COMLEX-USA series of examinations including COMLEX Level 1, COMLEX Level 2 Performance Evaluation (PE), and COMLEX Level 2 Cognitive Evaluation (CE). Students are required to take each board examination during specific time frames listed in the Student Assessment Plan Summaries and CMLX6500 and CMLX 7500 syllabi (unless special permission to deviate from the schedule is granted by the Associate Dean of Academic Affairs). Failure to test within the specific time frames without prior approval may be reviewed as a professionalism violation with potential referral to the ATSU-KCOM Student Promotion Board.

In order to attend the commencement ceremony, students must have successfully completed COMLEX Level 1, Level 2CE and Level 2PE by December 31 of the academic year in which the student will graduate. (unless special permission to deviate from this requirement is granted by the ATSU-KCOM Dean).

**COMLEX Level 1:** Students must take assigned practice examinations as outlined in the syllabus for course COMLEX Level 1 Preparation (CMLX 6500). Students may require additional preparation time and more assessments based on student performance indicators. ATSU-KCOM representatives will make students eligible for COMLEX Level 1 within the NBOME system following successful completion of semesters 1 and 2 and having earned passing marks in semester 3 of the program.

**COMLEX Level 2PE:** Students must successfully complete COMLEX Level 1 and Performance Assessment-III (PA-III) prior to taking COMLEX Level 2PE. Students may require additional preparation time including remediation strategies. ATSU-KCOM representatives will administer student eligibility for COMLEX Level 2 PE within the NBOME system after notice of successful passage of COMLEX Level 1 has been received.

**COMLEX Level 2CE:** Prior to taking COMLEX Level 2CE, students must take the assigned practice examinations and meet the specific thresholds outlined in the syllabus for course COMLEX Level 2 Preparation (CMLX7500). ATSU-

KCOM representatives will administer student eligibility for COMLEX Level 2 CE within the NBOME system after notice of successful passage of COMLEX Level 1 has been received.

For all COMLEX exams, students must schedule, pay for, and take them within the approved testing windows.

## Board Examination Failures

If a student fails a board examination, the student must inform the Associate Dean of Academic Affairs and the RAD/DSME of the failure within 48 hours of notification. The Associate Dean or designee will work with the student to create an individualized remediation plan including a testing deadline. The plan may include time off from clinical rotations, a formal board preparation course at the student's expense, independent board preparation, documentation of meeting the threshold of an approved practice examination, on campus remediation for failure of Level 2PE, or other appropriate strategies. The Associate Dean of Academic Affairs will report the board failure to the ATSU-KCOM Student Promotion Board.

If a student fails the same board examination twice or a second board examination, the student will be reviewed by the ATSU-KCOM Student Promotion Board. The board has the authority to impose supports and discipline as well as dismiss the student from the program. If the board votes to dismiss the student from the program, the Associate Dean of Academic Affairs will notify the student within 24 hours. If the board votes to allow the student to retake the board examination:

- An individualized remediation plan will be developed under the direction of the ATSU-KCOM Student Promotion Board and the administration of the Academic Affairs office.
- Some individualized remediation plans will require the student be removed from all clinical experiences until the student retakes and/or passes the previously failed board examination.

Class-specific information about COMLEX preparation and testing is contained in the Student Assessment Plan Summaries (specific for each graduating class year), the related course syllabi, and in the ATSU-KCOM Student Manual.

## Predoctoral Fellowship

Predoctoral fellowship positions are offered in the disciplines of anatomy, osteopathic manipulative medicine, and medical education. Fellows are involved in teaching and research.

Details concerning applications for these positions are available from the Medical Education office.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First Year: Fall Semester

**ANAT 5121 - Human Gross & Developmental Anatomy/Radiology I - 8 credit hours:** The course is taught by the Department of Anatomy and is a dissection-oriented course in human gross anatomy. Didactic hours are followed with cadaver dissection laboratory sessions. Gross Anatomy covers back, thorax, abdomen, perineum/pelvis, the upper and lower limbs, and head and neck. Medical imaging is presented as it relates to understanding anatomy and future clinical medicine. Embryology is presented as it relates to the development of tissues and organs.

**BIOC 5101 - Human Biochemistry I - 3 credit hours:** Biochemistry is taught by faculty of the Department of Biochemistry and introduces the molecular basis of cell function and the biochemical basis of structure and function of the body. The goals of the course are to educate students in the fundamentals of contemporary biochemistry in sufficient detail to 1) permit comprehension of other basic biomedical sciences, 2) understand biochemical mechanisms associated with disease, modern diagnostic techniques, and modern therapeutics, and 3) be able to maintain currency in the primary biomedical literature throughout their professional lives. Special attention is given to disease states caused by biochemical and genetic abnormalities. The courses are primarily lecture-based with some use of workshops to promote active learning of selected topics.

**CODO 5251 - The Complete Doctor I - 2.5 credit hours:** This course is taught by the Department of Family Medicine, Preventive Medicine, and Community Health. The course introduces the student to skills used in clinical practice including professionalism, medical ethics, communication skills, and all aspects of the physical examination. Also included in the course are preventive medicine topics, public and community health curriculum, and human sexuality from a life cycle model. Topics on behavioral sciences, death and dying, and substance abuse are included. Small group sessions, the use of videotaping of patient simulations, the teaching with standardized patients, school physicals, and a home visit are some of the unique and effective means of delivery of this curriculum.

**HIST 5111 - Histology I - 1.5 credit hours:** This course is taught by the Department of Anatomy. Histology studies the microscopic structure of tissues and organs of the body. This course teaches tissue recognition and function. It lays the foundation for the study of Pathology.

**IMMU 5131 - Immunology I - 1 credit hour:** This course is taught by the Department of Microbiology and Immunology. The course teaches the humoral and cell-mediated immune systems of man and their role in autoimmunity, transplantation, host-parasite relationships, and disease. Students participate in exercises involving interpretation of clinical case information and presentation of analysis in a small group setting. The objectives of this course are to provide an understanding of the numerous immunologic issues that will come forth in conditions taught in Medical Microbiology and Infectious Diseases.

**MICR 5151 - Medical Microbiology - 2.5 credit hours:** This course is taught by the Department of Microbiology and Immunology. It teaches the structure, metabolism and genetics of viruses, bacteria, fungi, and parasites in relation to their identification, and pathogenicity. This course focuses on associating microbial agents with diseases that they cause in man. The laboratories cover basic microbiological procedures and techniques and supplement the material being covered in lectures. Students participate in exercises involving interpretation of clinical case information and presentation of analysis in a small-group setting. Students perform online case exercises. The objective of this course is to develop in students a basic understanding of virology, bacteriology, mycology, parasitology, and entomology that will be required to be successful in the subsequent Infectious Diseases course.

**OSTE 5171 - Osteopathic Theory & Methods I - 3.5 credit hours:** The teaching of Osteopathic Theory and Methods and development of specific palpatory skills for diagnoses and treatment extends throughout the four-year curriculum. The four tenets of the osteopathic concept and philosophy are fundamental to each aspect of the course work: 1) the human body functions as a unified being; 2) the physical structure and tissues are interrelated with function; 3) the human body has a natural tendency for healing with self-regulatory and restorative functions; and 4) the osteopathic approach to healing and disease integrates the first three tenets. The didactic instruction and supervised hands-on laboratory training experienced in the first year prepare for effective integration of the osteopathic approach into clinical practice. Excellent faculty-student ratios promote mastery of palpatory diagnosis and osteopathic manipulative techniques. These techniques include high velocity, low amplitude (thrust), muscle energy, counterstrain, indirect, myofascial release, and cranial osteopathy, as well as approaches to visceral dysfunction and myofascial pain

syndromes. One-on-one assessment of skills enhances confidence that techniques learned are accurate and effective. The interplay of the musculoskeletal system in health and disease is demonstrated throughout the course, and special emphasis is placed on recognition and treatment of factors that perpetuate and predispose to dysfunction and disease. Practical treatment designs are formulated to promote healing within each patient by maximizing circulatory and immune functions while enhancing the role of the autonomic nervous system.

**PHAR 5191 - Medical Pharmacology I - 1.5 credit hour:** This course, taught by faculty in the Department of Pharmacology, presents students with the principle pharmacological information they will need to pass the board examinations and practice medicine. The information includes drug mechanism of action, pharmacokinetics, therapeutic uses, adverse effects, contraindications and potential drug-drug interactions. Course content is delivered in several formats, including traditional lectures, iBooks, and application exercises. iBooks replace traditional handouts by not only including lecture materials but also additional content and quiz questions. These quiz questions uniquely allow students to self-assess their understanding of the material. The application exercises use clinical cases in a team-based learning format to enhance understanding of pharmacology of the drugs.

**PHYS 5201 - Medical Physiology I - 1 credit hour:** Physiology is taught by the Department of Physiology and includes the study of the normal function of each of the organ systems in the human body. Emphasis is placed on basic principles and mechanisms that have application throughout all areas of medical practice. Physiology content includes cellular, autonomic, cardiovascular, respiratory, renal, acid-base, gastrointestinal, and endocrine physiology. Problem-based workshops emphasize concepts and clinical correlations. Laboratories demonstrate and reinforce the systems covered in lectures.

**ULTR 5231 - Clinical Ultrasound I - 0.5 credit hours:** This course provides training in bedside ultrasound skills at the point of care to medical students through hands-on practical experience, empowering students to develop and achieve their personal and career goals. Ultrasound training has the potential not only to enhance the learning of anatomy and medicine for students, but also to improve the quality of patient care.

**GENE 5271 - Medical Genetics and Embryology -1.5 credit hours:** The Medical Genetics and Embryology course will cover medical genetics in the areas of inheritance patterns, including aspects of population genetics and probability. We will emphasize subjects of medical interest such as genetic and metabolic disorders, including cytogenetic disorders and genetic testing. We will treat human embryology from fertilization through the development of the major organ systems. Emphasis will be on the developmental basis of the structures seen in gross anatomy, as well as the clinical significance of developmental abnormalities.

### First year: Spring Semester

**ANAT 5122 - Human Gross & Developmental Anatomy/Radiology II - 4 credit hours:** This course is a continuation of ANAT 5121. Prerequisites: ANAT 5121.

**BIOC 5102 - Human Biochemistry II - 1 credit hour:** This course is a continuation of BIOC 5101. Prerequisites: BIOC 5101.

**CLIN 5261 - Clinical Experiences II - 1.75 credit hours:** This two-week active learning experience is spent with a physician in a clinic/facility which provides primary healthcare services in the areas of general practice/family medicine, general internal medicine, pediatrics, obstetrics/gynecology and/or emergency care. The student will assist the physician and his or her staff, observe how the physician interacts with patients and staff, and contribute to provision of care on site and in the community service setting.

**CODO 5252 - The Complete DOctor II - 2 credit hours:** This course is a continuation of CODO 5251. Prerequisites: CODO 5251.

**HIST 5112 - Histology II - 1 credit hour:** This course is a continuation of HIST 5111. Prerequisites: HIST 5111.

**IDIS 5141 - Infectious Diseases I - 0.25 credit hours:** This course is taught by the Department of Microbiology and Immunology and uses an organ-systems-based approach to provide in-depth coverage of the etiology, epidemiology, signs and symptoms, pathology, lab tests, differential diagnosis, treatment, and prevention of infectious diseases. In addition to lectures, students perform online case exercises and they participate in exercises involving interpretation of clinical case information and presentation of analysis in a small group setting. The objective of this course is to develop in students an understanding of infectious diseases needed for subsequent clinical courses and rotations.

**MEDI 5211 - Internal Medicine I - 4.5 credit hours:** This course, taught by the Department of Internal Medicine and guest faculty, focuses on historical and physical diagnosis of patients with congenital and acquired medical disorders. The course offers general adult medicine, which includes cardiology, pulmonology, allergy, gastroenterology, nephrology, endocrinology, hematology, oncology, and geriatric medicine. The course emphasizes differential diagnosis and management of the most common disorders that present in a primary care internal medicine practice.

**OSTE 5172 - Osteopathic Theory & Methods II - 2.5 credit hours:** This course is a continuation of OSTE 5171. Prerequisites: OSTE 5171.

**PATH 5181 - Pathology I - 2 credit hour:** This is the first in a series of courses taught by faculty in the Department of Internal Medicine. Pathology begins in the first year and extends through the second year to align with conditions discussed in other courses. The course emphasizes disease as a manifestation of altered function in relation to structural and homeostatic changes. The basic pathological processes of inflammation, repair, degeneration, necrosis, neoplasia, fluid and electrolyte disturbances, circulatory abnormalities, and immune mechanisms are presented. Systemic pathology includes review of diseases and disease mechanisms in all organ systems. Correlation of pathological conditions with commonly used laboratory tests is discussed.

**PEDS 5261 - Pediatrics I - 0.25 credit hours:** The course covers growth, development, and healthcare from birth through adolescence. Examination, diagnosis, and treatment, as well as etiology and symptomatology of disease, are emphasized. Acute and chronic conditions are taught. Both ambulatory and critical care topics are included. Curricular content in pediatrics extends through clinical rotations in the third and fourth years.

**PFAS 5001 - Performance Assessment I - 0 credits:** This summative skills-based assessment occurs at the end of the first academic year. The performance assessment is intended to prepare students for clinical experiences and to be successful on COMLEX Level 2-PE.

**PHAR 5192 - Medical Pharmacology II - 2 credit hours:** This course is a continuation of PHAR 5191. Prerequisites: PHAR 5191.

**PHYS 5202 - Medical Physiology II - 3.5 credit hours:** This course is a continuation of PHYS 5201. Prerequisites: PHYS 5201.

**SURG 5222 - Essentials of Surgery I - 0.25 credit hours:** This course, taught by the faculty of the Department of Surgery, emphasizes diagnosis, treatment, management, and outcomes of common surgical conditions of the

gastrointestinal, urological, pulmonary, and vascular systems. Surgical oncological and pediatric surgery topics are also explored. Special considerations to pre/post-op care and management, trauma evaluation, and surgical infections are reviewed. Specific anesthesiology topics are presented in the course. Psychomotor skills are developed via hands-on lab experiences including scrubbing, gowning, gloving, as well as overall OR protocol. Other labs including airway intubation and management, suture tying skills, and catheter placements are included. High fidelity endoscopy training simulators are used to develop endoscopic skills of the lower GI tract.

**ULTR 5232 - Clinical Ultrasound II - 0.75 credit hours:** This course is a continuation of ULTR 5231. Prerequisites: ULTR 5231.

## Second year: Fall Semester

**BIOC 6103 - Human Biochemistry III - 2 credit hours:** This course is a continuation of BIOC 5102. Prerequisites: BIOC 5102.

**CODO 6253 - The Complete DOctor III - 2 credit hours:** This course is a continuation of CODO 5252. Prerequisites: CODO 5252.

**HIST 6113 - Histology III - 1.5 credit hours:** This course is a continuation of HIST 5112. Prerequisites: HIST 5112.

**IDIS 6142 - Infectious Diseases II - 0.25 credit hour**

**IMMU 6132 - Immunology II - 1 credit hour:** This course is a continuation of IMMU 5131. Prerequisites: IMMU 5131.

**MEDI 6212 - Internal Medicine II - 5.5 credit hours:** This course is a continuation of MEDI 5211.

**OSTE 6173 - Osteopathic Theory & Methods III - 3.5 credit hours:** This course is a continuation of OSTE 5172. Prerequisites: OSTE 5172.

**PATH 6182 - Pathology II - 3 credit hours**

**PEDS 6262 - Pediatrics II - 0.25 credit hours**

**PHAR 6193 - Medical Pharmacology III - 2 credit hours:** This course is a continuation of PHAR 5192. Prerequisites: PHAR 5192.

**PHYS 6203 - Medical Physiology III - 2 credit hours:** This course is a continuation of PHYS 5202. Prerequisites: PHYS 5202.

**SURG 6223 - Essentials of Surgery II - 0.25 credit hours**

**ULTR 6233 - Clinical Ultrasound III - 0.25 credit hours:** This course is a continuation of ULTR 5232. Prerequisites: ULTR 5232.

**WOHE 6261 - Women's Health - 2 credit hours:** This course, taught by faculty in the Department of Surgery, presents care of the female patient during and after her reproductive life. Management of the pregnant female from



preconception to delivery, including genetic screening, is presented. Medical, surgical, and pharmacologic treatment approaches to disorders of the urogenital tract, as well as other healthcare issues that affect women, are also covered.

## **Second year: Spring Semester**

**CMLX 6500 - COMLEX Level I Preparation - 4 credit hours:** This course completed over first and second year has the primary goal of assisting student preparation for successful completion of COMLEX Level 1.

**CODO 6254 - The Complete DOctor IV - 3 credit hours:** This course is a continuation of CODO 6253.

Prerequisites: CODO 6253.

**DERM 6271 - Dermatology - 1.5 credit hours:** This course is taught by the dermatology faculty and examines the etiology, symptomatology, diagnosis, and treatment of diseases of the skin. The course also covers diagnosis of systemic diseases that present as skin disorder.

**IDIS 6143 - Infectious Diseases III - 2.5 credit hours**

**NEUR 6281 - Neuroscience - 8 credit hours:** This course is taught by faculty members from the Departments of Anatomy, Physiology, Pathology, Neurobehavioral Science, and Pharmacology. The first part of the course is an introduction to cellular physiology and neuroanatomy of the human central nervous system function in health and disease. Specific topics include neuroanatomy and neuronal function, the motor unit, and the anatomy of the neural axis. The second part emphasizes higher order central nervous system function and introduces neurological and neuropharmacological approaches to the diagnosis and treatment of diseases of the human nervous system. Specific topics include general and special senses, motor systems, sensorimotor integration and movement, disorders of voluntary movement, cerebrovascular supply and neurological deficits, higher cortical function, and the neurology of trauma and disease.

**OSTE 6174 - Osteopathic Theory & Methods IV - 2.5 credit hours:** This course is a continuation of OSTE 6173.

Prerequisites: OSTE 6173.

**PEDS 6263 - Pediatrics III - 1.5 credit hours**

**PFAS 6001 - Performance Assessment II - 0 credits:** This course is a continuation of PFAS 5001. Prerequisites: PFAS 5001 and successful completion of year two curriculum.

**SURG 6224 - Essentials of Surgery III - 3 credit hours**

**ULTR 6234 - Clinical Ultrasound IV - 0.25 credit hours:** This course is a continuation of ULTR 6233. Prerequisites: ULTR 6233.

## **Preclinical Electives**

As a general rule, no medical student may begin an elective course prior to the 11th week of the first semester. Specific information for elective courses (e.g., start-end dates, eligibility for enrollment, pre-requisite courses, course costs, syllabus, etc.) should be obtained by contacting the course director. In addition to the Preclinical Elective courses listed below, additional elective offerings may be available in the ATSU-KCOM Student Manual.

**ELEC 5000 - Health Partners Interprofessional Program - 1 credit hour:** This 15-hour course runs during the spring semester and offers medical students an interprofessional experience involving community elders and students from other schools and disciplines to gather health histories, assess vital signs, and plan and provide condition-specific education to patients in their homes or in small-group settings. Activities also include online work and classroom discussion.

**ELEC 5010 - Interprofessional Cross-Campus Collaborative Case - 1 credit hour:** This 15-hour course (fall semester) provides students an experiential learning activity focused on assessment of the needs of a patient and their family within the frame of interprofessional teamwork, patient safety, and quality improvement. Students work as a multi-disciplinary team to analyze a complex patient case, design a plan of care, and participate as part of the team in presenting the care plan to a team of faculty evaluators.

**ELEC 5115 - End-of-Life Issues and Hospice Care - 3 credit hours:** This 40-hour course is designed to expose medical students to end-of-life patient care, the Hospice goals and philosophy, the role of palliative care, inpatient care, bereavement care and family dynamics in crisis situations, and selected ethical and legal issues including understanding advanced care planning/advanced directives. The course will utilize presentations, role-plays, and patient visits with interdisciplinary team members involved with a patient in hospice or end-of-life care.

**ELEC 5116 - Spirituality in Medicine - 1 credit hours:** This 20-hour course for first-year medical students will explore spirituality in medicine and spiritually/culturally competent care. Topics will include patient values, belief systems, cultural and psychosocial factors in health practices, and the nature of suffering and self-care concepts.

**ELEC 5117 - Research I - 1.25 credit hours:** This 80-hour course provides first-year medical students an opportunity to participate in either a clinical, basic science, or educational research project under the supervision and guidance of an experienced research mentor. Students can expect to be involved in the planning and execution of studies, data analysis, and writing, as appropriate for the stage of the research. No prior research experience is necessary.

**ELEC 5118 - Medical Letters - 1 credit hour:** This 16-hour course exposes medical students to the interaction of the physician, patient, caregiver, society, and the system of medicine through literary works. By examining the writing of others on these topics, medical students will gain a greater perspective and a deeper understanding for the art of medicine in society and enhanced empathy for others.

**ELEC 5119 - Vulnerable Populations - 1 credit hour:** This 18-hour course for first-year medical students will explore healthcare from the point of view of vulnerable and underserved populations. Through patient interviews/house calls and group discussions, students will become more competent and compassionate physicians willing to provide care to the underserved.

**ELEC 5121 - Clinical Simulation Medicine - 0.75 credit hours:** This course is taught utilizing Human Patient Simulation. Through immersion, practice, reflection, and focused feedback, students will learn and practice skills necessary for clinical rotations. Students will benefit from having simulated experiences centered on patient care. They will learn to apply medical knowledge learned in the classroom to the clinical setting. With the additional training from this course, students will be able to develop the correct mindset and learn technical skills to competently handle real-life patient encounters in a planned and prescribed manner without jeopardizing patient safety.

**ELEC 5122 - Mindfulness and Resilience in Medicine - 1.25 credit hours:** Mindfulness is a way of attending to the experience of the present moment in a way that is fully aware and without judgement or reactivity. Studies show the

benefits of mindfulness include stress reduction, emotional balance, and greater focus. This course explores how mindfulness can promote these states, how it is being applied to various clinical concerns, and how it can foster greater resilience, especially during challenging times.

**ELEC 6212 - Spanish for Health Professions II - 0.5 credit hours:** Spanish for Health Professions (SHP) is offered as two courses: SHPI (.5 credit hours) and SHP II (1.25 credit hours). The courses accommodate medical students from KCOM, via the LMS site Canvas, at intermediate levels of depending on fluency. The courses provide medical students with knowledge of the basic structures of Spanish language and the specialized medical vocabulary needed to communicate effectively with Spanish-speaking patients. Cultural studies emphasize the health beliefs of Spanish-speaking communities.

**ELEC 6213 - Spanish for Health Professions III - 1.25 credit hour:** see description under ELEC 6212.

**ELEC 6217 - Cultural Awareness in Medicine - 1 credit hour:** This 18-hour course has the goal of exposing medical students to the various marginalized subpopulations that exist in our society. The course aims to provide students with a "cultural toolkit" that will instill skills, attitudes, and behaviors needed to approach any diverse population and act in a professional and competent manner.

**ELEC 6220 - Basic Disaster Life Support (BDLS) - 0.5 credit hours:** This 8-hour course is a competency-based, awareness-level course for medical students on the Missouri campus that introduces concepts and principles to prepare health professionals for the management of injuries and illnesses caused by disasters and public health emergencies. The primary focus of the course is incorporation of an "all-hazards" approach to mass casualty management and population-based care across a broad range of disasters. An emphasis will be placed on the ability of all medical disciplines to positively impact their community when they need them most.

**ELEC 6221 - Advanced Disaster Life Support (ADLS) - 1 credit hour:** This 16-hour (2.5-day) course for medical students on the Missouri campus allows participants to demonstrate competencies in mass casualty management. ADLS requires learners to apply knowledge learned in the (online) Core Disaster Life Support® and Basic Disaster Life Support™ courses. An emphasis will be placed on the ability of all medical disciplines to positively impact their community when they need them most.

**ELEC 6222 - Introduction to Public Health - 1 credit hour:** This 18-hour course is to enable students to understand public health issues that confront the community, the nation, and the world. It is hoped that by understanding the interaction of public health and medicine, students will become more competent and compassionate physicians providing medical care and preventative medicine within the broader context of public health.

**ELEC 6223 - Cranial Osteopathy - 1.5 credit hours:** This 20-hour course for second-year medical students teaches the treatment of the cranio-sacral mechanism and the pathology that develops therein. Completion of this additional 20-hour course provides KCOM medical students a total of 40 hours in basic cranial studies, which is needed to qualify for Cranial Academy membership and to be prepared for additional advanced cranial courses offered by the Cranial Academy and the Sutherland Cranial Teaching Foundation.

**ELEC 6224 - Advancing Skills in Osteopathy for Students - 1.5 credit hours:** This 21-hour course utilizes advanced objective science methods, which employ Vicon 3-D infrared cameras, a Novell pressure sensing pad system (motion testing), a 2-D digital camera measurement system, a handheld ultrasound device, and constructed pelvic and lumbar models for palpation feedback to refine, standardize, and advance fundamental palpation skills. Students will analyze

data collected from modern technology to determine the accuracy and reliability of inter- and intra-examiner palpation of bony landmarks.

**ELEC 6225 - Culinary Medicine - 1 credit hour:** This 16-hour course will provide hands-on culinary and lifestyle lessons using an evidence-based approach aligning with current medical literature. Culinary medicine directly addresses a core aspect of caring for the whole person-nutritional, education strategies. Students will come to understand how to make lifestyle discussions part of their routine visits with patients and set a positive example by making healthy choices themselves.

**ELEC 6226 - Advanced Wilderness Life Support (AWLS) - 2 credit hours:** This 32-hour course for medical students on the Missouri campus allows participants to learn and demonstrate competencies in wilderness medicine. An emphasis is placed on the physician's ability to positively impact the outcome of various medical emergencies in the wilderness. Students are encouraged to improvise and adapt to the variables that present themselves in the wilderness setting, while maintaining a high standard of care.

**ELEC 6227 - Individual Cognitive Stimulation Therapy (iCST) - 0.75 credit hours:** This 30-hour course is designed to best fit medical and dental students during their second or third on-campus semester; it offers students an intergenerational experience involving homebound, hospice, long-term care, or assisted living patients who reside in community settings. Students will complete 10 hours of iCST training to prepare for delivering iCST sessions to participating patients. Course activities also include some online assignments.

## Other Courses

**Directed Studies – varies – credit varies:** Directed studies may be required as assigned by the Dean, the Associate Dean of Curriculum, Associate Dean of Academic Affairs, or ATSU-KCOM Student Promotion Board.

## Third Year

**TYPA 7512 - Performance Assessment III - 1 credit hour**

**CMLX 7500 - COMLEX Level 2CE and 2PE Preparation - 4 credit hours:** The goal of this course is to facilitate student preparation and successful completion of COMLEX Level 2CE and Level 2PE.

**FNCH 7400 - Foundations of Community Health - 1 credit hour:** The Foundations of Community Health course is designed to prepare physicians who are well-prepared to practice in and lead transforming health systems and hold a rich awareness of patient-centered care planning, demonstrable primary care workforce competencies, and leadership capacity to educate future health care team members in conversion to the medical home model of care.

**HSCA 7510 - Health Systems & Communications - 4 credit hours**

**OPPC 7171 - Advanced Osteopathic Principles and Practice - 2 credit hours:** Osteopathic Principles and Practice (OPP) is a three semester online course that runs during the third and fourth years of osteopathic medical school. OPP is a concept of health care that embraces the concept of the unity of the living organism's structure (anatomy) and function (physiology). The osteopathic philosophy emphasizes the following principles: (1) The human being is a dynamic unit of function; (2) The body possesses self-regulatory mechanisms that are self-healing in nature; (3) Structure and function are interrelated at all levels; and (4) Rational treatment is based on these principles. The OPP course focuses on the integration of OPP, including osteopathic manipulative treatment (OMT), into clinical problem

solving and patient care. The OPP curriculum will help osteopathic medical students master the OPP competencies as outlined by the American Association of the Colleges of Osteopathic Medicine. The OPP Course includes modules of systems-based or special population-based conditions that respond well to adjunctive osteopathic manipulative medicine (OMM), OMM Practice Logs, manual medicine literature assignments, and multiple choice assessments.

**OPPC 7172 - Advanced Osteopathic Principles and Practice - 3 credit hours:** This course is a continuation of OPPC 7171 and includes OPP COMAT. Prerequisites: OPPC 7171.

Clinical Rotations-Foundations1:

- FNDN7500- Family Medicine – 8 credit hours
- FNDN7503 - Internal Medicine – 8 credit hours
- FNDN7507 - OB/GYN – 4 credit hours
- FNDN7502 - Pediatrics – 4 credit hours
- FNDN7505 - Psychiatry – 4 credit hours
- FNDN7506 - Surgery – 4 credit hours

### Clinical Rotations and Courses - Third Year

Students are required to take 32 credit hours of Foundations 1 rotations and 15 credit hours of other courses for their third year.

### Fourth Year

**OPPC 8173 - Advanced Osteopathic Principles and Practice - 2 credit hours:** This course is a continuation of OPPC 7172. Prerequisites: OPPC 7172.

**WRCS 8443 - Scholarly Report 2 - 1 credit hour**

Clinical Rotations - Foundations 2:

- FNDN8500-8504 - Family Medicine – 4 credit hours
- FNDN8505-8514 - Critical Care/ICU – 4 credit hours
- FNDN8515-8520 - Emergency Medicine – 4 credit hours

Clinical Rotations - Electives

- ELEC7000, 8000, 8400-8700 - Electives – 44 credit hours

### Clinical Electives

**ELEC 8431 - Clinical Pharmacology - 1 or 2 credit hours:** This 80-hour course for fourth-year medical students will address advanced topics in pharmacology and will build upon the student's knowledge to facilitate their continuing development toward physicians who will prescribe drugs. The overall objectives of this course are to increase the student's knowledge of the core principles of clinical pharmacology, improve the student's ability to evaluate and effectively utilize drug information resources, and help develop the student's competence to rationally prescribe drugs for a variety of individual patients.

**ELEC 7000 - Directed Studies - 1, 2, 3, or 4 credit hours:** Directed studies may be approved for students preparing for a board examination or for other academic purposes. This elective course may be approved for up to four weeks for COMLEX Level 1 preparation.

**ELEC 8000 - Directed Studies - 1, 2, 3, or 4 credit hours:** Directed studies may be approved for students preparing for a board examination or for other academic purposes. This course may be approved for up to four weeks for COMLEX Level 2CE and/or Level 2PE preparation.

**ELEC 8535 - International - 2 or 4 credit hours:** International rotation approved for elective credit. For more information, contact the KCOM Clinical Affairs office or check the ATSU-KCOM Student Manual.

**ELEC 8417 - Research II - 2 or 4 credit hours:** This course (80- or 160-hour options) will provide fourth-year medical students an opportunity to participate in either a clinical, basic science, or educational research project under the supervision and guidance of an experienced research mentor. Students can expect to be involved in the planning and execution of studies, data analysis, and writing, as appropriate for the stage of the research. No prior research experience is necessary.

### **Clinical Rotations and Courses - Fourth Year**

Students are required to take 56 credit hours of required rotations and three credit hours of other courses during their fourth year. In addition to the Clinical Elective courses listed above, a list of Foundations 2 and other Clinical Electives are available in the ATSU-KCOM Student Manual.

## Master of Science in Biomedical Sciences

The Biomedical Sciences program provides an opportunity for individuals aspiring to health science careers to become better prepared for professional studies in medicine, education, and/or research. KCOM offers research opportunities in anatomy, biochemistry, immunology, microbiology, pharmacology, and physiology.

### Program Mission Statement

To provide individuals aspiring for a health science career an opportunity to become prepared for professional studies in the areas of medicine and research.

### Length of Program

The MS in Biomedical Sciences graduates must earn a minimum of 32.25 credit hours to graduate. This total consists of 18.25 core credits, a minimum of 9 thesis research credit hours, and a minimum of 5 elective credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee
Class of 2022, year 1	\$9,130.00	\$1,150.00
Class of 2021, year 2	\$3,040.00	\$0.00

### Admissions

#### Application process

Applicants will need to create an account at <https://apply.atsu.edu/> for access to the online application. Instructions are included on how to complete the application and provide us with all required documentation. If you have any questions regarding the online application, please call Admissions at 866.626.2878, ext. 2237.

Applications must be postmarked no later than March 1 of the academic year to which admission is sought. Applicants are encouraged to apply far in advance of the March 1 deadline. Additional information regarding the program application deadline date, tuition and expenses, and related financial assistance can be found at [www.atsu.edu](http://www.atsu.edu), or email inquiries may be sent to [admissions@atsu.edu](mailto:admissions@atsu.edu).

#### Admission Requirements

Applicants for admission to the first-year Biomedical Sciences program must meet the following requirements prior to matriculation.

1. Applicants must have earned a baccalaureate degree from a regionally accredited institution prior to matriculation.
2. Applicants must have achieved a minimum 2.65 cumulative GPA overall and a 2.65 minimum science GPA on a 4.0 scale.
3. Applicants must have completed the following courses prior to matriculation:
  - Biology – one year with laboratory or 8 semester hours/12 quarter hours
  - Physics – one year with laboratory or 8 semester hours/12 quarter hours
  - General or Inorganic Chemistry – one year with laboratory or 8 semester hours/12 quarter hours
  - Organic Chemistry – one year with laboratory or 8 semester hours/12 quarter hours
  - English – 6 semester hours/9 quarter hours
  - College Algebra or higher – 3 semester hours/5 quarter hours
4. Applicants are required to submit scores from the MCAT, the Graduate Record Exam (GRE), or the Dental Admission Test (DAT). The College requires that all test scores must be taken within three years from the date of application.
5. Matriculants are required to submit official transcripts from all colleges and universities attended by the date of matriculation. The final transcript confirming an undergraduate or graduate degree, if required for the academic program, must be submitted by the date of matriculation.
  - Applicants who have graduated from a foreign college or university must submit acceptable evidence of U.S. degree/course equivalency. Applicants must have foreign transcripts evaluated by a foreign evaluation service.
  - Individuals who have a reason acceptable to the University for submitting transcripts after the due date (i.e., late accepts or delays by sending institutions) must submit their official transcripts to Enrollment Services by the first day of the second week of classes. Official recording of all required transcripts will occur by the end of the first academic term.
6. ATSU-KCOM and many of its clinical affiliations require criminal background checks on matriculants and students to ensure the safety of patients and employees. The checks are conducted by a vendor selected by ATSU. The student will pay the cost of the criminal background check directly to the vendor. Failure to comply with this mandate will result in denial to matriculate. A matriculant with a positive criminal background screen will be reviewed.
7. Matriculants will meet the minimum technology specifications.

### Transfer Student Admission

Please visit the Transfer Credit section for information on transferring in to the Biomedical Sciences program.

### Transfer Credit

Please refer to the ATSU Transfer Credit Policy of the University Catalog.

### Advanced Standing Admissions

The request must be submitted at least four weeks prior to the start of class.

Potential advanced standing for specific courses will be determined by the Associate Dean for Curriculum in consultation with the Admissions Committee. Once eligible courses have been determined, the accepted student will be given comprehensive exams, designed and administered by the appropriate department chair. The accepted student



must score an 80 percent or higher to receive advanced standing. All testing and decisions for advanced standing must occur before the first day of classes.

## **International Student Admission**

Students who are non-citizens or not permanent residents of the United States are not eligible to apply for the Biomedical Sciences program at this time.

## **Selection of Applicants**

Applicants who are considered potential candidates will be invited to visit ATSU-KCOM to participate in an applicant interview process. Eligibility for an interview will be determined by the Graduate Program Committee and will be based on academic preparation, interest in biomedical research, career goals, life and work experiences, and letters of evaluation. Qualified applicants will be interviewed on-campus by members of the Graduate Program Committee as part of the final selection process. The Graduate Program Committee will contact applicants who have completed their applications to schedule interviews. All applicants selected for admission are interviewed prior to acceptance. The Graduate Program Committee reserves the right to accept, reject, or defer an application.

Students sent a letter of acceptance are granted a specified time period to notify ATSU-KCOM of their intention to enroll. Accepted students must submit the following to Admissions prior to matriculation.

1. Signed admission agreement
2. Non-refundable deposits
3. Copies of official transcripts from every institution attended
4. Immunization record
5. Criminal background check through the University approved vendor
6. Proof of health insurance form

Admission after acceptance is also subject to the satisfactory completion of all academic requirements.

## **Minimal Technical Standards**

### **Introduction**

Biomedical Sciences (BMS) Program- A.T. Still University (ATSU – KCOM) is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Admission and Matriculation (the "Standards") state expectations of BMS students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Admission and Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a BMS student must be able to perform in a reasonably independent manner. Procedures to apply for academic adjustments are found at the conclusion of this policy.

### **Statement of Diversity and Inclusion**

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide

sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

### Categories, Standards and Examples

A Masters in Biomedical Sciences graduate must have the knowledge and skills to function in a broad variety of laboratory situations and a wide spectrum of research, education, and leadership. In order to carry out the activities described below, students must be able to consistently, quickly, and accurately integrate, analyze, and synthesize data. Students must possess, at a minimum, the following abilities and skills: observation; communication; motor; sensory; strength and mobility; intellectual, conceptual, integrative and quantitative; and, behavioral and social. These abilities and skills comprise the categories of ATSU-KCOM Minimal Technical Standards for Admission and Matriculation and are defined below. The examples mentioned are not intended as a complete list of expectations, but only as samples demonstrating the associated standards.

1. Observation: Students must have sufficient vision to see demonstrations, experiments and laboratory exercises. Students must have adequate visual capabilities for proper evaluation and integration.
2. Communication: Students should be able to hear, see and speak to colleagues in order to elicit and acquire information. Students must also be able to communicate effectively in oral and written form with staff and faculty members and all members of the health team.
3. Motor: Motor demands include reasonable endurance, strength and precision. Students should have sufficient motor function to safely and accurately execute movements reasonably required for research, education, and laboratory work. Such movements require coordination of both gross and fine muscular activity, equilibrium, and functional use of the senses of touch and vision.
4. Sensory: Students need enhanced sensory skills including accuracy within specific tolerances and functional use for laboratory and classroom experiences. Students who are otherwise qualified but who have significant tactile sensory or proprioceptive disabilities must be evaluated medically. These disabilities include individuals who were injured by significant burns, have sensory motor deficits, cicatrix formation, or have malformations of the upper extremities.
5. Strength and mobility: Students must have sufficient posture, balance, flexibility, mobility, strength and endurance for standing, sitting and participating in the laboratory and classroom experiences.
6. Intellectual, conceptual, perceptual, integrative and quantitative: These abilities include reading, writing, measurement, calculation, reasoning, analysis, and synthesis. In addition, students should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Problem solving and reasoning, critical skill, demanded of researchers and educators, requires all of these intellectual abilities.
7. Behavioral and social: Students must possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of responsibilities attendant to research, education, and leadership, and the development of mature, sensitive, and effective relationships. Students must be able to tolerate physically demanding workloads and to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in research, education, and leadership. Compassion, maturity, honesty, ethics, concern for others, interpersonal skills, interest, and motivation are all personal qualities that will be assessed during the admission and educational processes. Students shall be prepared to endure the physical and emotional demands of careers in research education and leadership. Students must possess organizational skills to be an effective researcher.

## Additional information

Examples of associated standards are listed in some detail on the ATSU Learning & Disability Resources page. Categories, standards, and examples mentioned at the link serve for purposes of demonstration and are not intended as a complete list of resources.

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

## Applying for Academic Adjustments

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

## Graduate Program Committee

The responsibility of the Graduate Program Committee is to assess the academic and professional progress of all graduate students and ensure that adequate progress is being made toward the degree master of science in biomedical sciences. Reviewed material will include the academic record, subjective evaluations by course directors and faculty, written notes, progress toward completion of their research project and written thesis, as well as other material necessary to fully evaluate the student's progress.

The Graduate Program Committee is comprised of the Chair and includes 6 voting faculty members. The Chair is a voting member and the decisions of the Committee will be made by majority vote.

Non-voting consultants to the Graduate Program Committee will be the Registrar, representative(s) of the residential Admissions team, and an admissions counselor. The Registrar serves as a non-voting consultant to the Graduate Program Committee. In the event that a course director is also a voting member of the committee, he or she will retain voting privileges.

To evaluate student progress, the Graduate Program Committee will be convened by the Chair at the end of each academic term on an as needed basis, or at the end of the first, second, and third academic years to review student progress. The Graduate Program Committee can also be convened by the Chair at any time to consider professionalism issues or lack of academic progress by any student.

At such time, the Graduate Program Committee may require or recommend the following:

- Academic warning (GPA below 2.7) or academic probation (GPA below 2.5) pending review at the end of the next academic term.
- Referral to Learning Resources and/or Counseling Services.
- Limitation of co-curricular activities.
- Dismissal from ATSU-KCOM.

Students will be notified in writing of the outcome by the Chair.

## Graduate Program Committee Decision Appeals

- The student must present all information relevant to academic performance to the Graduate Program Committee. In the case of information of a highly sensitive nature, the student may present such information to the Chair of the Graduate Program Committee prior to the convening of the Graduate Program Committee.
- The student may appeal the Graduate Program Committee decision in writing to the Dean within seven calendar days of notification by the chair of the Graduate Program Committee only if new or significant information is revealed after the Graduate Program Committee decision was made or if the student believes that the Graduate Program Committee process was not followed as presented in the University Catalog.
- The Dean may meet with the Graduate Program Committee to discuss the appeal and determine if the Graduate Program Committee process was followed.
- The Dean has the authority to overturn or uphold the Graduate Program Committee decision.
- The highest level of appeal within the school is the Dean or Dean's designee. Students who wish to appeal a Dean's decision regarding promotion or dismissal should review the Academic Appeals policy: Promotion and/or Dismissal Decisions.

## Academic Probation

Any Biomedical Sciences student who has failed any course is considered to be on academic probation and will be informed in writing by the Chair of the Graduate Program Committee. Students may also be placed on probation due to professionalism issues. The purpose of probation is to alert the student, faculty, and administration to the fact that the student has experienced difficulty. Students on probation may not serve in student office, be excused from curricular activities for professional development, or attend conferences or events sponsored by the College without explicit permission from the Chair of the Graduate Program Committee. These measures are employed to assist the student in concentrating on improvement in his or her academic progress.

Once the deficiencies have been remediated by the student, the probation shall be removed by written notification from the Chair of the Graduate Program Committee. The successful remediation of an academic course will be identified by a notation (R-C) on the student's transcript.

## Graduation Requirements

Students in the Biomedical Sciences program at ATSU-KCOM must meet the following requirements for graduation. Each student must have:

- Successfully completed his or her approved study program.
- Successfully completed a research project, a presentation of an approved written thesis, and a presentation and passing of the oral defense of the thesis.
- Satisfactorily discharged all financial obligations to the University.

## Academic Standards, Guidelines, and Requirements

### Attendance

Required attendance activities are denoted on the student calendar. Other activities are attendance encouraged. Please see the ATSU Policies section of this catalog for the University policy on student absences. In addition to the University policy, ATSU-KCOM offers 3 personal days annually for students. All absences and personal days require prior approval by the office of Academic Affairs. Appropriate request forms are available via the KCOM Student Manual.

## Personal Days

Students are allowed up to 3 personal days per academic year where scheduled required activities may be made up (if the exercise is reproducible). Personal day requests must be submitted to the office of the Associate Dean for Academic Affairs via the KCOM absence request form. Each student is responsible for their own academic progress.

Examples of personal day use include:

- Religious observations
- Wellness exams
- Elective medical procedures
- ATSU/KCOM club representation at regional/national meetings
- Weddings

Personal days cannot be divided into portions. Any portion of a day requested will count as an entire day off.

Personal day use for high-stakes exams (e.g., section exams, practicals, finals) will be limited and require advance approval by the office of Academic Affairs. Each student is responsible for their own academic progress.

Examples of absences not counted as personal days:

- Medical excused absences (with proper documentation – please use the medical excused absence form)
- Absences to attend funerals (please use the non-medical excused absence form).
- Absences for required activities as a result of school sanctioned leadership positions (e.g. SGA president, KOAA board representative, etc.)
- Absences for reasons beyond the control of students (e.g., weather, flight cancellations) will be considered. If approved, a personal day will not be used.

## Curriculum

The Biomedical Sciences program is designed to develop fundamental concepts and skills in research along with a focus on a specialized area of biomedical study. The program is appropriate for students who wish to obtain a masters level biomedical education in a medical school environment, or who wish to strengthen their credentials for medical school, dental school, or other professional degree program.

The curriculum for the Biomedical Sciences program includes a minimum of 32 credit hours along with specialized study in a particular area of biomedical research and health science. Each student's study program is determined with the approval of the student's research advisor and advisory committee.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

\* Indicates possible choice to meet the elective course requirements

### First Year: Fall Semester

**BMSCI 510 - Human Biochemistry I - 3.5 credit hours:** This course describes the molecular basis of cell function and the biochemical basis of structure and functions of the body. Special attention is given to disease states caused by biochemical abnormalities as well as genetic abnormalities. The broad objective of the course is to contribute to the

formation of a solid foundation of knowledge for future comprehension of clinical diagnosis and therapy. Laboratories are intended to reinforce basic concepts and to demonstrate the biochemical basis of key metabolic diseases. Clinical case presentations and small problem-based learning groups are used for instruction as well.

**BMSCI 520 – Immunology - 1 credit hour:** This course is concerned with the principles of humoral and cell-mediated immune systems of man and their role in autoimmunity, transplantation phenomena, host-parasite relationships, and disease. Students participate in exercises involving interpretation of clinical case information and presentation of analysis in a small group setting. The broad objective of this course is to provide an understanding of the numerous immunologic issues that will come forth in conditions taught in medical microbiology. Human Biochemistry I

**BMSCI 522 - Medical Microbiology - 2.5 credit hours:** This course is concerned with the structure, metabolism, and genetics of viruses, bacteria, fungi, and parasites in relation to their identification, pathogenicity, and antibiotic sensitivity. The laboratories cover basic microbiological procedures and techniques and supplement the material being covered in the lectures. Students participate in exercises involving interpretation of clinical case information and presentation of analysis in a small-group setting. Students perform online case exercises. The broad objective of this course is to teach the basic understanding of virology, bacteriology, mycology, and parasitology.

**BMSCI 524 - Physiology I - 1 credit hour:** This course includes fundamental principles associated with mechanisms that have broad application throughout all areas of medical practice. Physiology I covers topics cell excitability, signal transduction, muscle physiology, body fluid compartments, and autonomic physiology.

**BMSCI 540 - Techniques in Biomedical Science - 2 credit hours:** This course involves experiences in a minimum of two research laboratories at KCOM in order to acclimate to the environment and to have more information in determining a research project and research adviser. This course is graded as pass/fail.

**BMSCI 541 - Introduction to Research Design - 1.5 credit hours:** This course involves identifying and developing biomedical science research projects. Topics include defining research questions and hypotheses, establishing significance of the research, selecting outcome measures, and choosing appropriate experimental designs.

**BMSCI 542 - Biostatistics & Data Analysis - 2.5 credit hours:** This is a course in experimental design, methodology, and statistical analysis.

**BMSCI 546 - Ethics in Biomedical Research - 1.5 credit hours:** This course involves presentation and discussion of ethical issues to be considered in biomedical research.

**BMSCI 548 - Critical Reading for Biomedical Science - 1.5 credit hour:** This course involves group discussion of assigned multidisciplinary scientific research publications. The student will learn to evaluate and critique primary research publications. This course is graded as pass/fail.

**BMSCI 550 - Topics in Biomedical Science - 2 credit hours:** This focused course is designed to provide the narrow area of content that will be most useful as the student develops the research project. The course is directed by the student's research adviser and is set up on an individualized basis. Course work may involve directed reading, discussion, assignments, and attendance at appropriate specific lectures in the medical curriculum that are considered especially useful to the individual's research project. The student will write a literature review that will provide the basis of the general introduction of their thesis.

**BMSCI 555 - Cultural Proficiency - 0 credit hours**

### **First Year: Spring Semester**

**BMSCI 516 - Histology I - 1.5 credit hours:** This course focuses on cell biology, basic tissues, and genetics in the study of the microscopic structure and normal development of tissues and organs of the body. This course is aimed at the recognition of that which is normal in order that modifications produced by pathological conditions or congenital malformations can be recognized. This course can be taken by a graduate student in their second year or as independent study earlier in their program of study with permission of the chair of anatomy. It cannot be taken during Semester 1.

**BMSCI 518 - Histology II - 1 credit hour:** This course can be taken by a graduate student with approval of the chair of anatomy.

**BMSCI 526 - Physiology II - 3.5 credit hours:** This is a continuation of BMSCI 524. Physiology II includes gastrointestinal, cardiovascular, renal, and acid-base physiology. Conferences and problem-based workshops in each quarter provide clinical correlations. Laboratories demonstrate and reinforce the systems covered in lectures. Physiology I

**BMSCI 544 - Grant Writing - 1 credit hour:** This course focuses on the technical aspects of organizing and writing a grant proposal, leading to the start of the student's own research proposal. It also includes instruction in basic medical informatics.

**BMSCI 545 - Oral Presentation - 0.5 credit hour:** This course focuses on the preparation and presentation of a research seminar. In addition to class instruction and discussion, students regularly attend and discuss basic science seminars. The course culminates in the student's presentation of their research proposal during a basic science seminar.

**BMSCI 701-707 - Biomedical Science Thesis Research - 9 credit hours minimum to 15 credit hours maximum, with 1-7 credit hours allowed per semester:** This course provides credit for the intensive time and intellectual endeavor involved in data acquisition and writing the thesis on the student's research project. The research area must be supported by the individual's Advisory Committee and approved by the Graduate Program Committee during the first quarter that this course is taken by the individual. The candidate must be registered for this course at the time of the thesis defense. Letter grades are assigned for each quarter of enrollment.

### **Second Year: Fall Semester**

**BMSCI 701-707 - Biomedical Science Thesis Research - 9 credit hours minimum to 15 credit hours maximum, with 1-7 credit hours allowed per semester:** This course provides credit for the intensive time and intellectual endeavor involved in data acquisition and writing the thesis on the student's research project. The research area must be supported by the individual's Advisory Committee and approved by the Graduate Program Committee during the first quarter that this course is taken by the individual. The candidate must be registered for this course at the time of the thesis defense. Letter grades are assigned for each quarter of enrollment.

### **Second Year: Spring Semester**

**BMSCI 561 - Thesis Seminar - required but no academic credit awarded:** This course encompasses the student's presentation of the public and private portions of the defense of the student's thesis. This course is graded as pass/fail. Fulfillment of all other planned course work needed for completion of the Biomedical Sciences program, except Thesis Research.

**BMSCI 701-707 - Biomedical Science Thesis Research - 9 credit hours minimum to 15 credit hours maximum, with 1-7 credit hours allowed per semester:** This course provides credit for the intensive time and intellectual endeavor involved in data acquisition and writing the thesis on the student's research project. The research area must be supported by the individual's Advisory Committee and approved by the Graduate Program Committee during the first quarter that this course is taken by the individual. The candidate must be registered for this course at the time of the thesis defense. Letter grades are assigned for each quarter of enrollment.

### Other Courses

**BMSCI 512 - Human Biochemistry II - 1 credit hour:** This course is a continuation of BMSCI 510. Human Biochemistry I

**BMSCI 513 - Human Biochemistry III - 2 credit hours:** This course is a continuation of BMSCI 512. Human Biochemistry II

**BMSCI 519 - Histology II - 1.5 credit hours:** This course can be taken by a graduate student with approval of the chair of anatomy.

**BMSCI 530 - Issues in Biomedical Sciences - 1-3 credit hours:** This course is individually designed to provide focused education useful to the student's research project as needed. For example, it might consist of a relevant part of larger, multi-faceted course.

**BMSCI 531 - Physiology III - 2.0 credit hours:** This is a continuation of BMSCI 526. Physiology III covers respiratory and endocrine physiology. Conferences and problem-based workshops in each quarter provide clinical correlations. Laboratories demonstrate and reinforce the systems covered in lectures. Physiology II

**BMSCI 532 - Graduate Pharmacology - 1 credit hour:** This course will provide the student with a basic overall understanding of the discipline of pharmacology at a level that will allow the student to apply pharmacological principles to their independent research project. The course will also provide an overall perspective of pharmacology emphasizing the basic principles of pharmacology. Specific categories of drugs will be presented and discussed based on the basic mechanism of action of the drug group. Specific drug classes to be discussed include those with an action on the autonomic and central nervous systems and the cardiovascular system. Human Biochemistry I, and Physiology I, II, and III

**BMSCI 624 - Clinical Research - 1-3 credit hours as arranged and approved:** This course involves mentored participation in a clinical research project.



# MOSDOH

MISSOURI SCHOOL OF DENTISTRY & ORAL HEALTH

Dear Dental Students,

I am honored to welcome and congratulate you for choosing Missouri School of Dentistry and Oral Health (ATSU-MOSDOH) for your professional education. Your experience at ATSU-MOSDOH will be premier in scope. Not only will you receive an outstanding education but through your involvement in community service you will emerge as excellent leaders with a strong desire to serve in your respective communities.

This is an exciting but challenging time in your lives as you embark on a four-year pursuit that will culminate with you earning the highly respected dental degree. You have made an excellent career choice! Your dental degree and certificate in public health will distinguish you from your peers and will serve as a reminder of ATSU-MOSDOH's commitment to graduate community leaders that will serve those in need.

Along your journey, you will be supported by experienced staff, faculty, and administrators who will take interest in your professional development and experiences. We know that as ATSU-MOSDOH graduates, you will help to advance the dental profession through your contributions in dental practice, research and service.

We are proud to have you join the ATSU-MOSDOH family. Best wishes to you as you pursue your professional goals.

Sincerely,  
Dwight E. McLeod, DDS, MS  
Professor of Periodontics  
Dean, Missouri School of Dentistry & Oral Health

## About ATSU-MOSDOH

The Missouri School of Dentistry & Oral Health (ATSU-MOSDOH) offers an educational model that relies on an exceptional cadre of motivated, experienced learning guides (mentors) for students in both the preclinical and clinical phases of the degree program. In addition to the issues of oral health and the skills of dentistry, students learn from and are encouraged to become caring, community-minded healthcare providers. Graduates will be leaders in their community and managers of public, not-for-profit and private sector oral health organizations.

The dental program features:

- Innovative Curriculum – Integrating science, human systems and clinical care.
- Simulation Technology – Accelerating skill development for clinical excellence.
- State-of-the-art Facilities – Utilizing new facilities and digital resources for the faculty and students of tomorrow.
- Needs Focused – Educating competent, compassionate dentists for underserved communities.
- Service Education – Coordinating student partnerships with communities of need.
- Leadership Training – Educating dentists to be community health leaders.

ATSU-MOSDOH students spend the first and second year studying basic and clinical sciences. Students complete dental simulation exercises at the Kirksville campus simulation clinic and receive introduction to clinical dentistry in the classroom as well as early clinical experiences in community settings. Third and fourth-year students are proctored by licensed dentists at the St. Louis Dental Center. Fourth-year external rotations may include experiences at a community health center, and/or Indian Health Service clinics. The program culminates with a DMD degree as well as a certificate in Public Health with Dental Emphasis. Students have the option of earning a Master's Degree in Public Health.

## Program Accreditation

Effective August 3, 2017, the Doctor of Dental Medicine (DMD) degree program has been granted full accreditation without any reporting recommendations by the Commission on Dental Accreditation (CODA), 211 East Chicago Avenue, Chicago, IL 60611, Phone: 312.440.4653.

### Student Complaints

Students may file complaints about the four-year predoctoral dental program with the Vice Dean, Academic Affairs. The Office of Academic Affairs will work with students to verify complaints and seek resolutions. All student complaints will be logged and made available on-site to the CODA visit committee at the next regularly scheduled CODA site visit in April 2024.

### Student Filing of Complaints to CODA

Students enrolled in the DMD program may file a complaint regarding the School's adherence to the Predoctoral Education Standards by contacting the Commission on Dental Accreditation at: Commission on Dental Accreditation (CODA), 211 East Chicago Avenue, Chicago, IL 60611, Phone: 312.440.4653.

## ATSU-MOSDOH Mission Statement

The Missouri School of Dentistry & Oral Health is an innovative and socially responsible institution committed to the advancement of educational excellence, scholarship, community service, diversity, inclusion, leadership and technology. Graduates will serve communities in need while engaging in lifelong learning.

## Predocloral Program Competencies

Domain		Competency
A	Professionalism	Practice dentistry guided by professional values, ethical principles, self-assessment and as required by legal principles and regulatory concepts to address the oral health needs of individual patients and the community. (CODA 2-10, 2-11, 2-17, 2-21)
B	Scientific Practice	Apply critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. (CODA 2-10, 2-11, 2-18, 2-22)
C	Human Sciences	Apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient. (CODA 2-12, 2-13, 2-14)
D	Behavioral Sciences	Apply behavioral principles to function successfully in a multicultural work environment, to manage and educate a diverse patient population, and to promote, improve and maintain the health of dental patients. (CODA 2-16, 2-17, 2-23)
E	Treatment Planning	Formulate a provisional, differential and definitive diagnosis and a comprehensive, sequenced treatment plan, alternative plans and limited care plans for dental patients; make referrals to other providers; describe prognosis; obtain informed consent, evaluate outcomes of treatment, and recommend recall. (CODA 2-10, 2-24 a, c, o, 2-25)
F	Patient Care	Assess and manage the oral health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). (CODA 2-22, 2-23, 2-24 b, c, d, e, f, g, h, i, j, k, l, m, n, o; 2-25, 2-26)
G	Practice Management	Apply principles and philosophies of patient management, models of health care delivery and leadership of an oral health care team. (CODA 2-18, 2-19, 2-20)
H	Public Health	Work collaboratively to assess, address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. (CODA 2-18, 2-26)
I	Interprofessional Practice	Function effectively, respectfully and ethically in an interprofessional team to plan and deliver patient-/ population-centered care. (CODA 2-19, 2-20, 2-24 c)

Contact [ATSU-MOSDOH](#)

Kirkville Location  
 A.T. Still University – Missouri School of  
 Dentistry & Oral Health  
 800 West Jefferson  
 Kirkville, MO 63501  
[www.atsu.edu/mosdoh](http://www.atsu.edu/mosdoh)

St. Louis Location  
 A.T. Still University - St. Louis Dental  
 Education & Oral Health Center  
 1500 Park Avenue  
 St. Louis, MO 63104  
[www.atsu.edu/mosdoh](http://www.atsu.edu/mosdoh)

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 314.833.2717

## School Policies

### Grading

ATSU-MOSDOH programs adhere to the University grading scale.

## Doctor of Dental Medicine Program

### Length of Program

The ATSU-MOSDOH Doctor of Dental Medicine program is comprised of 258.25 credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee	Equipment Lab Fee
Class of 2024, year 1	\$76,866.00	\$1,150.00	\$9,366.00
Class of 2023, year 2	\$76,866.00	\$1,150.00	\$9,914.00
Class of 2022, year 3	\$76,866.00	\$1,150.00	\$5,150.00
Class of 2021, year 4	\$76,866.00	\$1,150.00	\$6,092.00

### Admissions

ATSU-MOSDOH is dedicated to recruiting and selecting students interested in enhancing their knowledge and professional practice skills, and academic status by obtaining a doctoral degree. Selection is based on several criteria, cumulative and science grade point average, recommendations, community service benefiting underserved populations, volunteerism, shadowing in dentistry, dental admissions test (DAT) scores, and personal interviews.

### Application Process

ATSU-MOSDOH participates in the Associated American Dental Schools Application Service (AADSAS). Applications may be completed at <http://aadsas.adea.org>. Questions regarding completing the applications should be directed to customer services representatives at 800.353.2237 or via email at [csraadsas@adea.org](mailto:csraadsas@adea.org). The application deadline is December 1.

### Admission Requirements

Applicants for admission to the first-year DMD class must meet the following requirements prior to matriculation:

1. Applicants must have a minimum cumulative and science grade point average of 2.50 on a four-point scale. The overall and science GPA, the school(s) attended, and the rigor of the academic course load are all assessed on an individual basis.
2. A formal minimum of three years college or university coursework from a regionally accredited school (90 semester hours or 135 quarter hours); a baccalaureate degree from an accredited institution is preferred.
3. All prerequisite coursework must have been completed prior to matriculation and from a regionally accredited institution.

- General Biology – One year of lecture and lab, minimum of 8 semester hours/12 quarter hours.
  - General Chemistry – One year of lecture and lab, minimum of 8 semester hours/12 quarter hours.
  - Organic Chemistry – One year of lecture and lab, minimum of 8 semester hours/12 quarter hours.
  - Human Physiology - Three semester hours/4 quarter hours.
  - Biochemistry – Three semester hours/4 quarter hours – upper division.
  - Physics (algebra-based) – One year of lecture and lab, minimum of 8 semester hours/12 quarter hours.
  - Human Anatomy - Three semester hours/4 quarter hours.
  - English Composition/Technical Writing – Minimum of 3 semester hours/4 quarter hours.
4. All applicants are required to take and submit the US Dental Admissions Test (DAT) scores via the AADSAS site on or before December 1 of the application year. No scores older than three years will be accepted.
  5. Applicants must provide a minimum of two letters of recommendation. They must be from a science faculty or committee letter and a dentist.
  6. Applicants must be U.S. citizens or permanent U.S. residents.
  7. All residential students are required to have an iPad and a laptop computer, which meets ATSU-MOSDOH's specifications. Specifications are determined each year based on technological advances and may be found at: <http://its.atsu.edu/knowledgebase/mosdoh-technology-requirements/>. Students will be notified and must secure all equipment prior to matriculation and maintain throughout the program.

### Transfer Student Admission

ATSU-MOSDOH may consider transfer students on a case-by-case basis. Please contact Admissions for more information at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

### Transfer Credit

For students who matriculate as first year dental students, ATSU-MOSDOH does not accept previous course credit. Transfer credit may be considered for transfer students on a case-by-case basis.

### Advanced Standing Admission

ATSU-MOSDOH may consider advanced standing on a case-by-case basis. Please contact Admissions for more information at [admissions@atsu.edu](mailto:admissions@atsu.edu) or 866.626.2878 ext. 2237.

### International Student Admission

Students who are non-citizens or not permanent residents of the United States are not eligible to apply for the DMD program at this time.

### Selection of Applicants

The Admissions Committee seeks those individuals capable of meeting the academic standards of ATSU-MOSDOH and its program. Completed applications in compliance with the minimum admission requirements are reviewed on the quality of academic performance, clinical exposure, community service to underserved populations, extracurricular activities, work and life experiences, interest in dentistry and oral health, and recommendations.

Personal interviews may be offered to those applicants who rank among the highest in evaluation of all admission requirements. The Admissions Committee reserves the right to accept, reject, or defer any application. Applicants are

notified following the Committee's decision on their status. Successful applicants are granted a specified time period to notify the Admissions Processing Center of their intention to enroll. A non-refundable acceptance fee must accompany the letter of intent. Complete official transcripts from each postsecondary school and a degree granting transcript must be on file with Enrollment Services prior to matriculation.

Students sent a letter of acceptance are granted a specified time period to notify ATSU-MOSDOH of their intention to enroll. Accepted students must submit the following to Admissions prior to matriculation.

1. Signed admission agreement
2. Non-refundable deposits
3. Copies of official transcripts from every institution attended
4. Immunization record
5. Criminal background check through the University approved vendor
6. Proof of health insurance form

After acceptance, matriculation is subject to the satisfactory completion and verification of all academic and admission requirements.

## Minimal Technical Standards for Admission and Matriculation

### Statement of Diversity and Inclusion

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

A.T. Still University's Missouri School of Dentistry & Oral Health (ATSU-MOSDOH) is committed to admitting and matriculating qualified students in compliance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act. ATSU-MOSDOH endeavors to select candidates who have the ability to become highly competent dentists who are well prepared to enter dental practice and/or enter graduate and residency training programs.

### Categories of Technical Standards

Candidates must possess the skills and ability that will allow them to successfully complete the course of study and receive the full benefit of the education. With this in mind, students must be able to meet the following technical standards with or without reasonable accommodations. ATSU-MOSDOH's technical standards are required to successfully complete the school's competencies needed for graduation.

1. Motor Skills:
  - a. General: A candidate must possess gross motor strength, balance and a sufficient level of manual dexterity to execute the fine movements required to provide general care and treatment to patients.



- b. Specific: It is required that a candidate possess the motor skills to directly perform palpation, percussion, auscultation and other diagnostic maneuvers, basic laboratory test and diagnostic procedures. A candidate must be able to perform basic life support (including CPR), transfer and position disabled patients, physically restrain adults who lack motor control, and position and reposition self around patient and chair in a sitting or standing position. The candidate must be able to operate dental equipment controls utilizing fine hand movements, operate high or low speed handpieces, requiring controlled dental movements of less than 0.5 millimeter, and utilize hand instrumentation. These actions require the ability to use both hands and the coordination of both gross and fine muscular movements and functional uses of the senses of both touch and vision.
2. Sensory/Observation:
  - a. General: A candidate must be able to acquire and process a defined level of required information as presented through demonstrations, lectures, and experiences in the biomedical and dental sciences.
  - b. Specific: This includes, but is not limited to, information conveyed through lab demonstrations and through microscopic images of microorganisms and human or animal tissues in normal and pathologic states. A candidate must be able to acquire information from written documents and to visualize information presented in images from paper, films, slides, video or computer. A candidate must be able to interpret x-ray and other graphic images, with or without the use of assistive devices. A candidate must have functional use of visual, auditory, and somatic sensation.
  - c. General: A candidate must be able to observe a patient accurately, at a distance and close at hand, and observe non-verbal communications when performing general dental treatment or administering medications.
  - d. Specific: A candidate must be able to perform visual and tactile dental examinations and treatment including visual acuity, ability to discern slight differences and variations in color, shape and general appearance between normal and abnormal, soft and hard tissues. Use of tactile senses may be either direct, by palpation or indirect, through instrumentation. A candidate must also possess the visual acuity, with or without correction to read charts, records, small print and handwritten notation and distinguish small variations in colors intra- and extra-orally.
3. Communication:
  - a. General: A candidate must be able to communicate clearly, effectively and be sensitive with patients, parents and/or guardians; convey or exchange information at a level allowing development of a health history; identify problems presented; explain alternative solutions; and answer questions and give directions during treatment and post-treatment. For effective treatment, the candidate must be able to communicate effectively and efficiently with patients, parents, guardians, interpreters and all members of the dental and medical health care team and must be culturally appropriate. Communication includes oral and written modes.
  - b. Specific: A candidate must be able to speak and write, and have sufficient fluency with English to retrieve information from texts, lectures, computerized databases, and to communicate concepts on written exams, in patient charts and on prescriptions. Patients, faculty, students, and staff must be able to easily understand the candidate's oral and written communication in order to effectively evaluate performance and to work collaboratively in the care of patients.
4. Cognitive:
  - a. General: A candidate must be able to measure, calculate, memorize, reason, analyze, integrate, and synthesize information.
  - b. Specific: A candidate must be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Problem solving, clinical and decision-making skills are critical skills demanded of dentists and require all of these intellectual abilities. A

candidate must be able to perform these critical thinking and problem-solving skills in a timely fashion.

5. Behavioral:

- a. General: A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, maintenance of confidentiality, the exercise of good judgment, the prompt completion of all responsibilities in the diagnosis and care of patients, and the development of mature, sensitive, and effective relationships with other students, faculty, staff and patients.
- b. Specific: A candidate must recognize that the dental school curriculum is physically, mentally, and emotionally challenging and must be able to adapt to changing course and patient schedules. Students must be able to tolerate physically and emotionally demanding workloads of school and in the clinic, function effectively under stress, adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of patients. Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are all personal qualities that will be assessed during the admission and educational processes. Further, a candidate must be able to manage apprehensive patients with a range of moods and behaviors in a tactful, culturally accepted, congenial, personal manner. A candidate must reasonably be expected to accept criticism and respond by appropriate modification of behavior. Rev. 9/14

## Additional Information

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

## Applying for Academic Adjustments

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments, or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

## Grading

### Assessment and Grading Protocol

Faculty are encouraged to use assessments that are based on multiple methods such as examinations, quizzes, papers, projects, presentations, critically appraised topics, objective structured clinical examinations (OSCE), case studies, preclinical experiences, clinical experiences, community-based experiences, and/or a final examination. In addition, integrated block examinations will be used to assess students. Faculty members are encouraged to strive and implement both formative and summative evaluation methods. The following are standardized grading criteria:

A single examination should not constitute more than 50% of the grading assessment.

If relevant, critical assessments will be identified in each syllabus. Students must pass exams and critical assessments with a 70% or above. If a student fails a critical assessment, they fail the course, then the student must remediate the course.

Except for examinations and quizzes, each assessment method must have a grading criteria matrix (e.g., a grading rubric) established at the time the students are notified of the assignment.

Scores from each of the assessments shall be recorded as raw scores (e.g., not adjusted or graded on a bell curve).

Course grades shall be recorded as raw scores with corresponding letter scores.

ATSU-MOSDOH DMD students earn a letter grade or pass/fail grade, which will count towards the overall course grade. Each course is linked to the nine ATSU-MOSDOH competencies that must be attained prior to graduation.

### Grading Criteria: Letter Grades

ATSU-MOSDOH adheres to the University grading scale.

Students earning less than 70% must remediate course content and will receive an "F" for the course if approved by the Academic Progress Committee (APC). When students successfully complete the remediation process with a 70% or higher, the grade of "F" will be changed to a "RC".

If the student does not successfully complete remediation of a course, the grade of "F" will remain on the transcript and the student must retake and successfully pass the course at their own expense prior to graduation if approved by the Academic Progress Committee (APC). The fee is determined by the Finance Office and is based upon a per credit equation. The "F" will be changed to an F\* upon successful completion of the retake. The F\* as well as the retake grade will remain on the transcript.

\*Students who have questions regarding an assigned grade of "W" should arrange a meeting with the Vice Dean, Academic Affairs.

### Grading Criteria: Pass/Fail Courses

ATSU-MOSDOH adheres to the University grading scale.

Faculty have the option to determine the percentage score to be considered for passing prior to the start of the course (at least 70%). Students earning less than the stated minimum percentage point value will be required to remediate course content and will receive an "F" for the course if approved by the Academic Progress Committee (APC). When students successfully complete the remediation process with at least the minimum percentage point value, the grade of "F" will be changed to a "RP".

If the student does not successfully complete remediation, the grade of "F" will remain on the transcript and the student must retake and successfully pass the course at their own expense prior to graduation if approved by the APC. The fee is determined by the Finance Office and is based upon a per credit equation. The "F" will be changed to an F\* upon successful completion of the retake. The F\* as well as the retake grade will remain on the transcript.

If a student needs to remediate a course he/she is required to do so during dates designated for remediation/retake. If a student fails a course at the end of a semester, they are required to remediate/retake the course at the beginning of the next semester on the dates designated for remediation/retake.

### Incomplete Grades

Students whose work at the end of a course is incomplete due to illness or other extenuating circumstances beyond their control may be given, at the course director's discretion, a grade of Incomplete (I). It is the responsibility of the student to contact the course director to receive a grade of "I" otherwise students will be required to participate in remediation and follow the Remediation Grading Scale outlined in this policy.

The course director will complete an "Incomplete Agreement Form" outlining requirements for course completion and completion date. The completion date must be by the end of the following semester. The course director must complete this form prior to the end of the semester before a grade of Incomplete (I) can be issued. After the course director and student have signed the agreement, the agreement shall be filed with the ATSU-MOSDOH Office of Academic Affairs and Enrollment Services. The course director may then record the Incomplete (I) as the interim grade for the course.

When the student has completed the coursework, the course director will file a Grade Change Form with the Vice Dean, Academic Affairs who will forward it to Enrollment Services. All modifications to the Incomplete Agreement Form must be signed by the course director and student and filed with the ATSU-MOSDOH Office of Academic Affairs and Enrollment Services in compliance with this section. If the work is not finished within the period of time specified in the agreement, the grade will become an "F" unless otherwise noted in section "a" of the "Incomplete Agreement Form."

## Remediation Process

### *Non-Clinical Courses:*

All students earning below 70% (unless requesting a grade of incomplete due to unforeseen or extenuating circumstances) will be required to participate in course remediation with the grade of "F" granted as well as receiving Academic Warning when approved by the APC. To successfully complete the remediation process and remove the "F" grade, students must receive an equivalent of a 70% or higher on remediation assessment(s) and will earn a grade of RC or RP, as appropriate. Students, who do not successfully complete the remediation process, will have the "F" remain on their transcripts, and the APC will review the student's progress to determine if the student will be placed on Academic Probation, repeat the year or be dismissed from the ATSU-MOSDOH DMD program.

If a student has to remediate a course or multiple courses, the maximum credit hours that can be remediated or retaken per academic year is 12, including previously successfully remediated or retaken courses within that academic year. The student may be dismissed from the DMD program subject to review by the APC. Students failing multiple courses in an academic year may be dismissed from the DMD program subject to review by the APC.

### *Clinical Courses:*

Students who fail a clinical course will need to remediate the failure or will repeat part or all of an academic year or may be recommended for dismissal from the DMD program subject to review by the APC.

### *Elective Courses:*

Students who fail an elective course will need to remediate or repeat the course as stipulated in the course syllabus. If an elective is only offered in one semester, the student will repeat the elective the next time it is offered.

### *National Board Examination Retakes:*

Students are required to take the Integrated National Board Dental Examination (INBDE) at a time designated by the Vice Dean, Academic Affairs. Students who fail the INBDE will be required to submit a study plan. The Academic Progress Committee will review and approve the final plan.

## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described under the DMD program. Additional guidelines regarding academic appeals, including grade appeals, promotion, and/or dismissal appeals will be found within the ATSU Policies section, Academic Appeals policy.

## Appeal of Academic Progress Committee Decisions

ATSU-MOSDOH follows the University Academic Appeals policy. The details of this process may be found within the ATSU Policies section, Academic Appeals.

Once the student is informed in writing of the APC's decision, the student may appeal the APC's decision to the Dean only if:

- new and significant information has been discovered or,
- the student believes that the APC process was not followed as presented.

A written appeal detailing the new and significant information or detailing the APC process that was not followed to the Dean must occur within five calendar days (excluding holidays and/or University closure dates) of the APC's decision and must contain a signature of the student (emails are acceptable). The Dean will review the appeal and issue a decision within seven calendar days (excluding holidays and/or University closure dates) of receipt of the student's appeal. The Dean may meet with the Chair of the APC to discuss the appeal and determine if the APC process was followed. The Dean has the authority to overturn or uphold the APC decision. The highest level of appeal within the school is the Dean or Dean's designee. Students who wish to appeal a Dean's decision regarding promotion or dismissal should review the Academic Appeals Policy: Promotion and/or Dismissal Decisions

## Academic Standing

The APC is responsible for monitoring students' academic progress. The intent is for the APC to be proactive as well as reactive in responding to concerns regarding student academic progress and professional and behavioral conduct. The Committee's charge is to offer resources and assistance to students as well as imposing academic discipline which may include academic warning, academic probation, repetition of the year, other appropriate actions and dismissal from the program.

In addition, the APC functions as the program's student promotion board. The APC is responsible for promoting students from one academic year to the next as well as certifying students for graduation. Academic standing in the ATSU-MOSDOH is designated as Satisfactory Progress, Academic Warning, or Academic Probation.

## Academic Standing Policy

The Academic Standing Policy provides guidelines for conducting reviews of students' progress and identifying students experiencing difficulty in navigating and/or successfully completing the ATSU-MOSDOH DMD program. The APC will review the performance of individual student progress monthly and as needed.

Procedure for determining Academic Standing: Students may be designated as Satisfactory Progress, Academic Warning or Academic Probation.

To view the complete policy, see the Academic Standing Policy (#001).

## Class Rank

Enrollment Services will notify students when the ranking is available for viewing on the CampusNexus Student Portal.

## Student Academic Promotion

The following is a list of academic criteria necessary for student progression and promotion from one year to the next of the four-year dental school program, culminating in graduation from the program.

### First-Year Promotion

Prior to being promoted from the first year to the second year of ATSU-MOSDOH's predoctoral dental education program, the student must successfully pass ("RC", "RP", or 70% and above) the D1 courses and integrated block examinations and maintain a cumulative GPA of at least 2.0.

### Second-Year Promotion

Prior to being promoted from the second year to the third year of ATSU-MOSDOH's predoctoral dental education program, the student must successfully pass ("RC", "RP" or 70% and above) the D2 courses, and integrated block examinations, maintain a cumulative GPA of at least 2.0, as well as 2.0 in the preclinical courses, preclinical and clinical faculty assessment of defined skills to assure safety of the patient, faculty, staff and peers, and pass all parts of the D2 exit exam.

### Third-Year Promotion

Prior to being promoted from the third year to the fourth year of ATSU-MOSDOH's predoctoral dental education program, the student must successfully pass ("RC", "RP" or 70% and above) the D3 courses, all D3 competencies, clinical simulation exercises and clinical faculty assessment of defined skills to assure safety of the patient, faculty, staff and peers, and maintain a cumulative GPA of at least 2.0. Students must successfully complete all necessary prerequisite courses, assessments, and D3 competencies prior to being approved for commencing external clinical rotations. The Class must challenge INBDE within the time period determined by the Vice Dean, Academic Affairs.

### Certificate in Public Health - Dental Emphasis

All students will be required to obtain the Certificate in Public Health with Dental Emphasis through the College of Graduate Health Studies (ATSU-CGHS) at A.T. Still University unless a Master's in Public Health or Dental Public Health has been previously awarded. These classes are offered online beginning in the fall of the D2 year. The additional courses are included in the ATSU-MOSDOH tuition fee. There will not be any tuition reimbursements if you have already been awarded a MPH degree. The ATSU-MOSDOH Office of Academic Affairs reserve the rights to withdraw students who are not progressing satisfactorily from the certificate in public health program until they demonstrate satisfactory progress.

Any student requesting deferral of the Certificate in Public Health with Dental Emphasis Program must follow the ATSU-MOSDOH Policy "Protocol for Requesting Deferral of Master's of Public Health Certificate in Public Health with Dental Emphasis." To view the complete policy, see the Protocol for Requesting Deferral of Master's in Public Health Certificate in Public Health with Dental Emphasis Policy (#016).

Program Caveat: ATSU-MOSDOH reserves the right to require students with a Master's in Public Health or Dental Public Health to complete courses in the Certificate in Public Health with Dental Emphasis Program to fulfill the predoctoral DMD curriculum requirements.

- PUBH 5050 - Introduction to Dental Public Health 3 credit hours
- HLTH 6400 - Behavior Sciences and Educational Concepts 3 credit hours
- EPID 6150 - Dental Epidemiology 3 credit hours

- PUBH 6550 - Dental Healthcare Policy and Management 3 credit hours
- PUBH 5500 - Financing Dental Care 3 credit hours

#### DMD and MPH Dual Degree Program

ATSU and ATSU-MOSDOH are proud of the highly successful dual degree program available to dental school students. ATSU-MOSDOH and ATSU-CGHS have joined together to offer dental students the unique opportunity to earn their DMD and MPH degrees during their four years in dental school.

The MPH with Dental Emphasis degree program is comprised of a total of fifteen courses. The opportunity to continue with the MPH with Dental Emphasis degree program begins at the start of the third year of dental school.

## Graduation Requirements

To earn a DMD degree from ATSU-MOSDOH, all students must:

1. Successfully complete all prescribed didactic, preclinical, and clinical courses ("RC", "RP", or 70% and above) with a minimum GPA of 2.0;
2. Pass MOSDOH semester integrated block examinations;
3. Demonstrate attainment of all ATSU-MOSDOH program competencies;
4. Successfully complete at least 2 Integrated Community Service Partnership rotations;
5. Have completed or earned a Master's Degree in Public Health, a Master's Degree in Dental Public Health, or have earned the Certificate in Public Health with Dental Emphasis.
6. Discharge all financial obligations to A.T. Still University and the Missouri School of Dentistry & Oral Health;
7. Close all patient encounters and appropriately transfer all patients.
8. Complete and file all necessary graduation forms.

## Degree Completion

It is imperative that the four-year academic program be completed within a timeframe that fosters the successful attainment of skills that lead to minimum competency for initial entry into the clinical practice of dentistry. Students are expected to complete their degree within four years in accordance with the program's standard plan of study as indicated in this catalog. We acknowledge that circumstances may arise that require an extension of the academic program time. This policy is designed to articulate a specific timeframe in which all students must complete the four-year Doctor of Dental Medicine curriculum program, irrespective of leave of absences for medical, mental health, or parental, repeating years for academic or behavioral infractions, including accrued excused absences.

It is the expectation that a student will complete the ATSU-MOSDOH four-year curriculum in no more than six years. In addition, the first two years of the DMD curriculum must be completed within no more than three years and last two years of the curriculum must be completed in no more than three years for a total of six years. The Academic Progress Committee must approve the extension of a student's time from four years to six years with final approval from the Dean. If a student fails to meet this timeline it will result in dismissal from the ATSU-MOSDOH Doctor of Dental Medicine program.

## Academic Standards, Guidelines, and Requirements

### ATSU-MOSDOH Chain of Communication

To ensure open communication among faculty, staff and students, please adhere to the following chain of communication regarding course work, grades, letters of recommendation, dispute resolutions, etc.

Address the concern with the:

1. Faculty Member
2. Course Director
3. Director, Student Success
4. Vice Dean, Academic Affairs or Vice Dean, Clinical Education, Operations, & Community Partnerships
5. Dean

## Attendance

It is imperative for students to follow the guidelines and expectations for attendance and excused absences. As a professional school, ATSU-MOSDOH requires attendance and active participation in all components of the curriculum, which includes but not limited to lectures, laboratories, seminars, clinics, rotations and other course/clinic activities to obtain a passing grade. As a reminder, some classes may only be one or two days in length. Should a student miss a required learning activity, they are responsible for the material, any consequences, and for arranging make-up, if available.

An excused absence is defined as a period of administratively approved absence from any required learning activities or clinic participation, without penalty. Excused absences may not be possible for required learning/laboratories or clinical activities that cannot be made up or for which the student's attendance is required for group work. Students seeking an excused absence should review the policy and processes. To view the complete policy, see the Attendance Policy (#005).

Please refer to the Absence Policies section of the ATSU University Catalog for details regarding the Extended Absence (6-15 consecutive days) and the Student Leave Policy (15+ consecutive days).

## Immunizations

ATSU-MOSDOH requires all students to provide proof of their immunizations in order to matriculate. This is necessary for the students' protection, as well as the protection of any individuals with whom they come in contact. It is the responsibility of the student to maintain up-to-date immunization protection. Failure to maintain year-to-date immunizations may prevent a student from entering the clinical phase of his/her education. All testing is at the expense of the student. Students should be aware that prior planning is needed to maintain compliance in the immunization program.

1. Tuberculosis Skin Test: Students must have a two-step tuberculosis skin test within the year prior to matriculation. If the test is positive, the student must have a chest X-ray within the year. (Students documenting with chest x-ray must do so every 2 years). Students must update one-step TB Skin Testing annually while in Kirksville. Affinia Healthcare requires all students to have a two-step TB skin test upon transition to St Louis and a one-step annually.
2. Diphtheria/Tetanus/Pertussis: Students are required to receive either the primary series of Diphtheria/Tetanus/Pertussis or booster dose within ten (10) years prior to the beginning of the academic year and must ensure it is up to date while at ATSU-MOSDOH.
3. Polio: Students are required to provide documentation that they have received the primary series of polio vaccine. If documentation cannot be produced, the student must receive a booster dose or provide a positive titer.



4. Measles, Mumps, and Rubella: Students born after 1956 are required to provide documentation of the MMR vaccine prior to matriculation. If the vaccination was given prior to 1975, evidence of a re-booster is recommended. (We require 2 MMR and a titer showing positive result)
5. Hepatitis B: Students are required to complete a series of three Hepatitis B vaccinations prior to matriculation and provide a positive titer.
6. Varicella (Chicken Pox): Students must receive two vaccinations four weeks apart, and a positive titer.
7. Meningitis Vaccine: Students are required to have one(1) dose within five years prior to matriculation..
8. Influenza Vaccine: Students are required to complete annually.

Immunizations must be verified the following way before matriculation:

1. Submit copies of immunization records from a licensed Physician (DO or MD), Physician Assistant (PA), and/or Nurse Practitioner (NP), or State Health Department, and/or pharmacy.

Exemptions: Under certain religious or health circumstances, a request for exemption from preventive health requirements may be granted. ATSU-MOSDOH cannot guarantee placement in clinical rotations, however, when this exemption is granted. Consequently, students receiving an exemption from preventive health requirements may take longer to complete the curriculum and graduate, or the student may not be able to complete the curriculum and graduate.

## Drug and Alcohol Abuse Prevention Program

Please refer to the ATSU Student Drug and Alcohol Abuse and Prevention Policy and the ATSU-MOSDOH Drug and Alcohol Abuse Policy (#017). Students who are found in violation of the policy are subject to but not limited to loss of clinical privileges and/or dismissal from the ATSU-MOSDOH DMD program.

## CPR Certification

ATSU-MOSDOH requires all residential students maintain Cardiopulmonary Resuscitation (CPR) Healthcare Provider certification. Certification will be provided during orientation in Kirksville and again prior to transitioning to D3 year. All students must complete any scheduled ATSU sponsored certification, even if you are currently CPR certified, so all students will be on the same renewal schedule. Student records will be audited annually to confirm continuous coverage.

## HIPAA Training

All ATSU-MOSDOH students must complete Health Information Portability & Accountability Act (HIPAA) training yearly. Training is offered online by ATSU and Affinia Healthcare.

## Student Dress Code

The image presented through interactions with your patients will be a major influence in the acceptance of treatment by the patient. A professional practitioner's appearance is often equated by the patient with the practitioner's level of skill. Therefore, students are expected to dress in a manner befitting the profession of dentistry and thus are expected to maintain high standards of personal hygiene and professional appearance when in class, lab and clinic. Professional, business casual or scrubs (class specific colors) are required during business hours. The Dress Code guidelines can be viewed on the ATSU-MOSDOH Student Portal.

## Curriculum

The ATSU-MOSDOH Curriculum Committee coordinates, integrates and evaluates all courses across the four-year curriculum. The Curriculum Committee is responsible for directing all aspects of the curriculum including modification of course and content, establishing courses and goals and/or objectives, establishing course sequencing, coordinating student assessment in each course, establishing mechanisms to assure student attainment of competency (DMD), and maintaining a quality improvement and monitoring system for the curriculum.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First Year: Fall Semester (D1)

**MDOH 5301 - Interprofessional Education and Interprofessional Collaborative Practice - 0.75 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care.

**MDOH 5302 - Scientific Practice - 2.75 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry.

**MDOH 5303 - Biomedical Sciences and Dental Sciences - 26.25 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences.

**MDOH 5304 - Professionalism, Ethical Practice, and Behavioral Sciences - 1.75 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community.

**MDOH 5305 - Oral Health Care Delivery - 1 credit hour:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance.

**MDOH 5306 - Person Centered-Care - 3 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs).

**MDOH 5307 - Skills Acquisition - 3.5 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including

communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills.

### **First Year: Spring Semester (D1)**

**MDOH 5401 - Interprofessional Education and Interprofessional Collaborative Practice - 0.75 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5402 - Scientific Practice - 7.5 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the fall semester courses. This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5403 - Biomedical Sciences and Dental Sciences - 11 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5404 - Professionalism, Ethical Practice and Behavioral Science - 1.5 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5405 - Oral Health Care Delivery - 0.75 credit hours:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5406 - Person Centered-Care - 4.75 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the fall semester courses. MDOH 5301, 5302, 5303, 5304, 5305, 5306, 5307

**MDOH 5407 - Skills Acquisition - 7 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the fall semester courses.

## Second Year: Fall Semester (D2)

**MDOH 6301 - Interprofessional Education and Interprofessional Collaborative Practice - 0.75 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. This course builds on the information in the D1 fall and spring semester courses. MDOH 5301, 5401

**MDOH 6302 - Scientific Practice - 8.75 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the D1 fall and spring semester courses. MDOH 5302, 5402

**MDOH 6303 - Biomedical Sciences and Dental Sciences - 11.75 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring semester courses.

**MDOH 6304 - Professionalism, Ethical Practice and Behavioral Sciences - 1.75 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the D1 fall and spring semester courses. MDOH 5304, 5403

**MDOH 6305 - Oral Health Care Delivery - 1 credit hour:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring semester courses. MDOH 5305, 5405

**MDOH 6306 - Person-centered care - 2.5 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring semester courses. MDOH 5306, 5406

**MDOH 6307 - Skills Acquisition - 11.75 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring semester courses. MDOH 5307, 5407

## Second Year: Spring Semester (D2)

**MDOH 6401 - Interprofessional Education and Interprofessional Collaborative Practice - 0.75 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect

and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5301, 5401, 6301

**MDOH 6402 - Scientific Practice - 11 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5302, 5402, 6302

**MDOH 6403 - Biomedical Sciences and Dental Sciences - 5.25 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5303, 5403, 6303

**MDOH 6404 - Professionalism, Ethical Practice and Behavioral Sciences - 1.75 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5304, 5404, 6304

**MDOH 6405 - Oral Health Care Delivery - 1 credit hour:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5305, 5405, 6305

**MDOH 6406 - Person Centered-Care - 3.25 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5306, 5406, 6306

**MDOH 6407 - Skills Acquisition - 5 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5307, 5407, 6307

### Third Year: Fall Semester (D3)

**MDOH 7301 - Interprofessional Education and Interprofessional Collaborative Practice - 0.5 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of

basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring and D2 fall semester courses. MDOH 5301, 5401, 6301, 6401

**MDOH 7302 - Scientific Practice - 13 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5302, 5402, 6302

**MDOH 7303 - Biomedical Sciences and Dental Sciences - 0.25 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5303, 5403, 6303, 6403

**MDOH 7304 - Professionalism, Ethical Practice and Behavioral Science - 0.5 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5304, 5404, 6304, 6404

**MDOH 7305 - Oral Health Care Delivery - 0.5 credit hours:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5305, 5405, 6305, 6405

**MDOH 7306 - Person Centered-Care - 22 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5306, 5406, 6306, 6406

**MDOH 7307 - Skills Acquisition - 1 credit hour:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring and D2 fall and spring semester courses. MDOH 5307, 5407, 6307, 6407

### Third Year: Spring Semester (D3)

**MDOH 7401 - Interprofessional Education and Interprofessional Collaborative Practice - 0.5 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's



own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5301, 5401, 6301, 6401, 7301

**MDOH 7402 - Scientific Practice - 6.75 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5302, 5402, 6302, 6402, 7302

**MDOH 7403 - Biomedical Sciences and Dental Sciences - 1 credit hour:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5303, 5403, 6304, 6403, 7304

**MDOH 7404 - Professionalism, Ethical Practice, and Behavioral Sciences - 0.5 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5304, 5404, 6304, 6404, 7304

**MDOH 7405 - Oral Health Care Delivery - 0.5 credit hours:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5305, 5405, 6305, 6405, 7405

**MDOH 7406 - Person Centered-Care - 20 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5306, 5406, 6306, 6406, 7306

**MDOH 7407 - Skills Acquisition - 0.5 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall semester courses. MDOH 5307, 5407, 6307, 6407, 7307

#### Fourth Year: Fall Semester (D4)

**MDOH 8301 - Interprofessional Education and Interprofessional Collaborative Practice - 0.5 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered

care. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses. MDOH 5301, 5401, 6301, 6401, 7301, 7401

**MDOH 8302 - Scientific Practice - 6.5 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses. MDOH 5302, 5402, 6302, 6402, 7302, 7402

**MDOH 8303 - Biomedical Sciences and Dental Sciences - 0.25 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses.

**MDOH 8304 - Professionalism, Ethical Practice, and Behavioral Sciences - 0.5 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses. MDOH 5304, 5404, 6304, 6404, 7304, 7404

**MDOH 8305 - Oral Health Care Delivery - 0.5 credit hours:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses.

**MDOH 8306 - Person Centered-Care - 22 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses. MDOH 5306, 5406, 6306, 6406, 7306, 7406

**MDOH 8307 - Skills Acquisition - 0.25 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring, D2 fall and spring and D3 fall and spring semester courses. MDOH 5307, 5407, 6307, 6407, 7307, 7407

#### Fourth Year: Spring Semester (D4)

**MDOH 8401 - Interprofessional Education and Interprofessional Collaborative Practice - 0.25 credit hours:** This course is designed to provide students with the ability to communicate effectively, maintain a climate of mutual respect and shared values, apply relationship-building values and the principles of team dynamics, develop knowledge of one's own role and those of other professions in an interprofessional team to plan and deliver patient-/ population-centered care. MDOH 5301, 5401, 6301, 6401, 7301, 7401, and 8301



**MDOH 8402 - Scientific Practice - 4 credit hours:** This course is designed to cultivate critical thinking, problem-solving, quantitative knowledge and reasoning (including analysis of data, appraisal of evidence, synthesis and integration of new information) to the practice of dentistry. This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5302, 5402, 6302, 6402, 7302, 7402, 8302

**MDOH 8403 - Biomedical Sciences and Dental Sciences - 0.25 credit hours:** This course is designed to allow students to apply knowledge of molecular, biochemical, cellular and systems-level mechanisms that maintain homeostasis and of the dysregulation of these mechanisms to the prevention, diagnosis and management of disease in the dental patient, including concepts in biomedical and dental sciences. This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5303, 5403, 6303, 6402, 7303, 7403, 8303

**MDOH 8404 - Professionalism, Ethical Practice, and Behavioral Sciences - 0.5 credit hours:** This course is designed to allow students to develop professional values, ethical principles, behavioral sciences, self-assessment, and apply legal principles and regulatory concepts to address the oral health needs of individual patients and the community. This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5304, 5404, 6304, 6404, 7304, 7404, 8304

**MDOH 8405 - Oral Health Care Delivery - 0.5 credit hours:** This course is designed to help students function successfully in a multicultural work environment, manage and educate a diverse patient population, promote, improve and maintain the health of dental patients, apply principles and philosophies of patient management, recognize different models of health care delivery and leadership of an oral health care team, to address and/or solve population-based health issues using the public health principles of assessment, policy development and assurance. This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5305, 5405, 6305, 6405, 7305, 7405, 8305

**MDOH 8406 - Person Centered-Care - 16 credit hours:** This course is designed to provide students with the skills required to assess the health care needs of patients within the scope of general dentistry in all stages of life (infants, children, adolescents, adults, geriatric patients and patients with special needs). This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5306, 5406, 6306, 6406, 7306, 7406, 8306

**MDOH 8407 - Skills Acquisition - 0.25 credit hours:** This course is designed to guide students through the cognitive and associative stages of skills acquisition. It will cover fundamental principles and concepts of dental materials science and cognitive, associative and autonomous stages of basic theory and techniques in dentistry, including communication principles in the care of dental patients, the fundamental concepts of infection control, prevention and oral hygiene instruction and basic dental assisting skills. This course builds on the information in the D1 fall and spring, D2 fall and spring, D3 fall and spring and D4 fall semester courses. MDOH 5307, 5407, 6307, 6407, 7307, 7407, 8307

## Other Courses

### Electives

Electives may be made available. They must be approved by the Curriculum Committee.

**EDOH 6020 - Osteopathic Manipulative Medicine for Dental Conditions - 1.3 credit hours:** The student will develop and demonstrate osteopathic manipulative techniques for dental conditions.

**EDOH 6212 - Dental Spanish I - 1 credit hour:** This communication-based course is designed to help dental professionals progress in their ability to communicate with patients in Spanish. Students will practice everyday situations that dental students, pre-professionals, and professionals may encounter in dental settings. The course reviews Spanish grammar, introduces essential medical and dental vocabulary, and presents cross-cultural information, all within the context of communicating with Hispanic patients.

**ELEC 6212 - Spanish for Health Professions II - 0.5 credit hours:** Spanish for Health Professions (SHP) is offered as two courses: SHPI (.5 credit hours) and SHP II (1.25 credit hours). The courses accommodate medical students from KCOM, via the LMS site Canvas, at intermediate levels of depending on fluency. The courses provide medical students with knowledge of the basic structures of Spanish language and the specialized medical vocabulary needed to communicate effectively with Spanish-speaking patients. Cultural studies emphasize the health beliefs of Spanish-speaking communities.

**EDOH 6550 - Primary Care Evaluation and Diagnostics for the Dentist - 1.33 credit hours:** This course is designed to provide basic preventative primary care education to dental students in order to improve the management and detection of chronic disease, as well as expanding their physical exam skills and diagnostic capabilities. This will be accomplished through 10 weekly modules to be completed online and 4 labs to be held after 5PM. The course will culminate with a standardized patient encounter which will allow students to apply what they have learned.

**EDOH 6925 - Radiology Interpretation Elective - 0.63 credit hours:** The student will further develop and demonstrate skills in the interpretation of radiographs at a preclinical level. Students will be able to identify normal anatomical conditions, deviations of normal, pathologies of the dental hard and soft tissues, and common radiographic technique errors. Students will develop differential diagnoses, present, discuss and defend findings in class and in small groups online as well as demonstrate interpersonal skills as both a group leader and a group member. Students will practice communicating the translation of radiographic findings into lay terms. Finally, students will discuss the benefits and challenges of participating in learning networks.

**EDOH 7000 - Academic Dental Careers II - 1 credit hour:** This is an experiential course in which the student explores various aspects of academic dentistry including but not limited to university structure and function, structure and function of the dental school, teaching and learning, biomedical/educational research, and service.

**EDOH 7020 - Ethics & Professionalism Elective - 1 credit hour:** The student will further develop and demonstrate advanced skills in ethics and/or professionalism.

**EDOH 7050 - Public Health & Community Dentistry Elective - 1 credit hour:** The student will further develop and demonstrate skills in public health and/or community dentistry.

**EDOH 7101 - Advanced Concepts in Clinical Practice I - 1 credit hour:** The student will further develop and demonstrate advanced skills in clinical practice.

**EDOH 7103 - Advanced Concepts in Clinical Practice -Urgent Care - 1 credit hour:** The student will further develop and demonstrate advanced skills in diagnosis and management of acute dental treatment needs, in addition to refining

critical thinking and patient management skills in an urgent care setting. This course is designed to cater to the special interests of those students exploring the options for post-graduate training.

**EDOH 7110 - Advanced Concepts in Clinical Practice - Preventive & Restorative Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in preventive and/or restorative dentistry.

**EDOH 7120 - Advanced Concepts in Clinical Practice – Endodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in endodontics.

**EDOH 7130 - Advanced Concepts in Clinical Practice - Oral Surgery - 1 credit hour:** The student will further develop and demonstrate advanced skills in oral surgery.

**EDOH 7140 - Advanced Concepts in Clinical Practice – Periodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in periodontics.

**EDOH 7150 - Advanced Concepts in Clinical Practice - Fixed Prosthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in fixed prosthodontics.

**EDOH 7160 - Advanced Concepts in Clinical Practice - Removable Prosthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in removable prosthodontics.

**EDOH 7170 - Advanced Concepts in Clinical Practice – Orthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in orthodontics.

**EDOH 7180 - Advanced Concepts in Clinical Practice - Pediatric Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in pediatric dentistry.

**EDOH 7190 - Concepts in Leadership I - 1.5 credit hours:** Through a series of lectures, guided interactions and group exercises, students will explore the principles of leadership.

**EDOH 7185 - Advanced Concepts in Clinical Practice - Special Care Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in special care dentistry.

**EDOH 7195 - Advanced Concepts in Clinical Practice - Implant Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in implant dentistry. MDOH 6302, 6307, 6402, 6407

**EDOH 7196 - Advanced Concepts in Clinical Practice - Sleep Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in sleep dentistry. MDOH D1 & D2 Courses

**EDOH 7212 - Dental Spanish II - 1 credit hour:** This communication-based course is designed to help dental professionals progress in their ability to communicate with patients in Spanish. Students will practice everyday situations that dental students, pre-professionals, and professionals may encounter in dental settings. The course reviews Spanish grammar, introduces essential medical and dental vocabulary, and presents cross-cultural information, all within the context of communicating with Hispanic patients.

**EDOH 7500 - Research Elective - 1 credit hour:** An elective course in which the student will receive credit for completion of a research project related to dentistry or oral public health. Each student will carry out and complete a research project, under the direction of a faculty advisor. Students may collaborate on projects. Enrolled students will meet periodically with faculty and each other to discuss research backgrounds, strategies, difficulties, and ways to meet the challenges of conducting research.

**EDOH 7900 - Interprofessional Practice Elective - Health Partners - 1.33 credit hours:** The student will further develop and demonstrate skills in interprofessional practice.

**EDOH 7901 - Interprofessional Education Elective - 1.33 credit hours:** The student will further develop and demonstrate skills in interprofessional practice.

**EDOH 8101 - Advanced Concepts in Clinical Practice II - 1 credit hour:** The student will further develop and demonstrate advanced skills in clinical practice.

**EDOH 8102 - Advanced Digital Restorative Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in digital dentistry. D1, D2 & D3 courses

**EDOH 8103 - Advanced Concepts in Clinical Practice- Urgent Care - 1 credit hour:** The student will further develop and demonstrate advanced skills in diagnosis and management of acute dental treatment needs, in addition to refining critical thinking and patient management skills in an urgent care setting. This course is designed to cater to the special interests of those students exploring the options for post-graduate training. D1, D2, D3 courses

**EDOH 8110 - Advanced Concepts in Clinical Practice - Preventive & Restorative Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in preventive and/or restorative dentistry.

**EDOH 8120 - Advanced Concepts in Clinical Practice - Endodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in endodontics.

**EDOH 8130 - Advanced Concepts in Clinical Practice - Oral Surgery - 1 credit hour:** The student will further develop and demonstrate advanced skills in oral surgery.

**EDOH 8140 - Advanced Concepts in Clinical Practice - Periodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in periodontics.

**EDOH 8150 - Advanced Concepts in Clinical Practice - Fixed Prosthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in fixed prosthodontics.

**EDOH 8160 - Advanced Concepts in Clinical Practice - Removable Prosthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in removable prosthodontics.

**EDOH 8170 - Advanced Concepts in Clinical Practice - Orthodontics - 1 credit hour:** The student will further develop and demonstrate advanced skills in orthodontics.

**EDOH 8180 - Advanced Concepts in Clinical Practice - Pediatric Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in pediatric dentistry.

**EDOH 8185 - Advanced Concepts in Clinical Practice - Special Care Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in special care dentistry.

**EDOH 8190 - Concepts in Leadership II - 1 credit hour:** Through a series of lectures, guided interactions and group exercises, students will explore the principles of leadership.

**EDOH 8195 - Advanced Concepts in Clinical Practice - Implant Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in implant dentistry. D1, D2, D3 courses

**EDOH 8196 - Advanced Concepts in Clinical Practice - Sleep Dentistry - 1 credit hour:** The student will further develop and demonstrate advanced skills in sleep dentistry. D1, D2, D3 courses

**EDOH 8500 - Research Elective - 1 credit hour:** An elective course in which the student will receive credit for completion of a research project related to dentistry or oral public health. Each student will carry out and complete a research project, under the direction of a faculty advisor. Students may collaborate on projects. Enrolled students will meet periodically with faculty and each other to discuss research backgrounds, strategies, difficulties, and ways to meet the challenges of conducting research.

### Certificate in Public Health - Dental Emphasis

All students will be required to obtain the Certificate in Public Health with Dental Emphasis through the College of Graduate Health Studies at A.T. Still University unless a Master's in Public Health or Dental Public Health has been previously awarded. These classes are offered online beginning in the fall of the D2 year. The additional courses are included in the MOSDOH tuition fee. There will not be any tuition reimbursements if you have already been awarded a MPH degree.

**Program Caveat:** MOSDOH reserves the right to require students with a Master's in Public Health or Dental Public Health to complete courses in the Certificate in Public Health with Dental Emphasis Program to fulfill the pre-doctoral DMD curriculum requirements.

**PUBH 5050 - Introduction to Dental Public Health - 3 credit hours:** This course is a comprehensive introduction to public health and dental public health within the context of the U. S. healthcare system. Course content includes basic organizational arrangements of health services in the United States; the concept of public health, its problems in the context of social and community factors, its development from a historical perspective, and the role and mission of public health organizations, science, philosophy, and practice of dental public health.

**HLTH 6400 - Behavior Sciences and Educational Concepts - 3 credit hours:** An overview of the theoretical model and research methodologies used in health education research/programs is provided. This course explores the integration of culture, language, and literacy when designing, implementing, and evaluating dental public health programs.

**EPID 6150 - Dental Epidemiology - 3 credit hours:** General principles of epidemiology, including research methods, study designs, sampling, data analysis, interpretation of data, and application of findings to dental public health policy, are explained. This course closely examines distribution and determinants of oral disease such as caries, periodontal disease, and oral cancer.

**PUBH 6550 - Dental Healthcare Policy and Management - 3 credit hours:** This course focuses on the application of general management concepts including management process, descriptions of management functions, managerial

roles, and organizational culture. It includes practical aspects of planning, staffing, financing, implanting, evaluating, and communicating dental public health programs at the local, state, and federal levels. A practical look at dental public health policy-making and how best to translate policy into practice is provided.

**PUBH 5500 - Financing Dental Care - 3 credit hours:** This course examines the various ways in which dental care is financed, including mechanisms of payment for providers, third-party plans, salaried and public-financed programs, and federal systems such as Medicare and Medicaid.

# SOMA

SCHOOL OF OSTEOPATHIC MEDICINE IN ARIZONA

Welcome to the 2020 - 2021 Academic Year!

Whether you are an entering student, a returning student, or an applicant who is looking for more information about ATSU-SOMA, you will find that ATSU-SOMA is a unique osteopathic medical school with an important vision: To improve the delivery of distinctly osteopathic healthcare to underserved populations through innovative selection, training, and placement of graduates, leading to improved well-being for the individual and community.

ATSU-SOMA's innovative program combines our clinical presentation curriculum with contextual learning by embedding our osteopathic medical students (OMS) within one of our community health center (CHC) partner sites in years two through four (OMS II – IV). This early clinical exposure, working with underserved patients as part of the healthcare team, provides ATSU-SOMA students with an enriched contextual learning experience during the didactic portion of the OMS II curriculum and increases their level of confidence as they move into the clinical training portion of years three and four.

From the beginning, ATSU-SOMA's focus has been to train students who have demonstrated an interest in primary care and a passion for working with underserved populations. Although ATSU-SOMA's program is relatively new, we are already seeing significant success with 99% residency placement rates, approximately 70% of graduates entering primary care specialties and over 85% entering "specialties of need" as identified by the National Association of Community Health Centers (NACHC). ATSU-SOMA's residency training creation, in partnership with the Wright Center for Graduate Medical Education, of an innovative national network CHC-based family medicine residency program at multiple locations across the country is further evidence of our commitment to this focus.

As you begin this academic year, be sure to remember that you are the future of medicine and will play a critical role in being part of the solution to our nation's healthcare needs. I wish you all the best for both personal and professional success this year!

Jeffrey W. Morgan, DO, MA, FACOI  
Dean,  
School of Osteopathic Medicine in Arizona  
A.T. Still University of Health Sciences



## About ATSU-SOMA

### Program Accreditation

The Doctor of Osteopathic Medicine degree program is accredited by the American Osteopathic Association's (AOA) Commission on Osteopathic College Accreditation (COCA), 142 East Ontario Street, Chicago, IL 60611, Phone: 800.621.1773.

For complaints related to accreditation standards and procedures, students must submit the complaint in writing to the Dean. Upon receipt of a written complaint, the Dean will review and evaluate all relevant information and documentation relating to the complaint. If resolution cannot be reached, the student may appeal in writing to the President. If the student has followed the complete appeals process and the student believes that the complaint provides evidence that the school is not following accreditation standards and procedures the student may consult with the American Osteopathic Association's Commission on Osteopathic College Accreditation at 142 E. Ontario St., Chicago, IL 60611. The COM Accreditation Standards and Procedures can be found at [www.aococa.org](http://www.aococa.org).

### State Licensing

The following is a list of states that have given degree-granting authority to ATSU-SOMA. Please see the State Licensing section under About ATSU for information related to degree-granting authority by The Arizona State Board for Private Postsecondary Education and A.T. Still University's participation in NC-SARA.

ATSU-SOMA has been given degree-granting authority by The Arizona State Board for Private Postsecondary Education. At the Arizona campus, if the student complaint cannot be resolved after exhausting the Institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Post-Secondary Education. The student must contact the State Board for further details. The State Board address is 1740 W. Adams, Ste. 3008, Phoenix, AZ 85007, phone # 602-542-5709, website address: [www.ppse.az.gov](http://www.ppse.az.gov).

ATSU-SOMA has been granted a Certificate of License to Operate an Institution of Higher Education from the District of Columbia Education Licensure Commission in accordance with the provisions of Title 38, Chapter 13, of the District of Columbia Official Code (D.C. Official Code §38-1301 et seq.) and applicable regulations of the DC Education Licensure Commission. D.C. Higher Education Licensure Commission, 1050 First Street, NE, Washington, DC 20002.

ATSU-SOMA is authorized to operate as a post-secondary degree-granting educational institution in the State of Hawaii by the Department of Commerce and Consumer Affairs (DCCA). Pursuant to Hawaii Revised Statutes (HRS) §305J-12(a), authorization by the DCCA is conditioned on the maintenance of accreditation by A.T. Still University and continuing compliance with HRS §305J-14 (financial integrity). Inquiries concerning the standards or school compliance may be directed to the 335 Merchant Street, Room 310, Honolulu, HI 96809.

ATSU-SOMA has been granted Operating Authority in the Chicago Region by the Illinois Board of Higher Education under the "Private College Act" (110 ILCS 1005) and "The Academic Degree Act" (110 ILCS 1010). This authorization is subject to implementation and maintenance of the conditions presented in the institution's application and that form the basis upon which the authorization is granted. Inquiries concerning the standards or school compliance may be directed to the Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield, IL 62701-1377.

ATSU-SOMA has been granted the authorization by the Ohio Board of Regents - University System of Ohio to offer clinical and practicum experience in Ohio to fulfill program requirements for the Doctor of Osteopathic Medicine degree. Inquiries concerning the standards or school compliance may be directed to the Ohio Board of Regents, 25 South Front Street, Columbus, OH 43215.

This school is a business unit of a corporation and is authorized by the State of Oregon to offer and confer the academic degrees and certificates described herein, following a determination that state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, 255 Capitol St. NE, Salem, Oregon 97310.

ATSU-SOMA is licensed by the South Carolina Commission on Higher Education, 1122 Lady Street, Suite 300, Columbia, SC 29201, Telephone 803.737.2260, [www.che.sc.gov](http://www.che.sc.gov). Licensure indicates only that minimum standards have been met; it is not an endorsement or guarantee of quality. Licensure is not equivalent to or synonymous with accreditation by an accrediting agency recognized by the U.S. Department of Education.

A.T. Still University of Health Sciences is authorized by the Washington Student Achievement Council and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes AT. Still University of Health Sciences to offer specific degree programs. The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the Council at P.O. Box 43430, Olympia, WA 98504-3430 or by email at [degreeauthorization@wsac.wa.gov](mailto:degreeauthorization@wsac.wa.gov). For Washington state residents seeking information and resources about student loan repayment or seeking to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## ATSU-SOMA Mission Statement

Prepare individuals through high-quality, innovative, learning-centered undergraduate and graduate medical education programs to become compassionate osteopathic physicians and healthcare leaders who serve medically underserved populations with a focus on research and community-oriented primary care.

## Osteopathic Pledge of Commitment

As members of the osteopathic medical profession, in an effort to instill loyalty and to strengthen the profession, we recall the tenets on which this profession is founded: The dynamic interaction of mind, body and spirit; the primary role of the musculoskeletal system; that preventive medicine is the key to maintain health. We recognize the work our predecessors have accomplished in building the profession. We will commit ourselves to continuing that work.

I pledge to:

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

## Contact ATSU-SOMA

A.T. Still University – School of Osteopathic Medicine in Arizona 5850 E. Still Circle	Jeffrey W Morgan, DO, MA, FACOI Dean
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## ATSU-SOMA School Policies

### Minimal Technical Standards for Admission and Matriculation

#### Statement of Diversity and Inclusion

Diversity and inclusion encompass an authentic understanding and appreciation of difference and, at their core, are based upon the value each human being brings to our society and each person's access and opportunities to contribute to our University's cultural proficiency.

Technical standards are the non-academic skills and abilities necessary for the successful completion of the course of study in osteopathic medicine. A.T. Still University of Health Sciences is committed to equal access for all qualified applicants and students. Minimal Technical Standards for Matriculation (the "Standards") state expectations of ATSU students. The Standards provide sufficient information to allow the candidate to make an informed decision for application. Minimal Technical Standards for Matriculation are a guide to accommodation of students with disabilities. Academic adjustments can be made for disabilities in some instances, but a student must be able to perform in a reasonably independent manner. Applicants and current students who have questions regarding the technical standards, or who believe they may need to request academic adjustment(s) in order to meet the standards, are encouraged to contact Learning and Disability Resources. Procedures to apply for academic adjustments are found at the conclusion of this policy.

Every ATSU-SOMA student is expected to possess those intellectual, ethical, physical, and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty. The holder of a doctor of osteopathic medicine degree must have the knowledge, skills, and attitudes to function in a broad variety of clinical situations and to render a wide spectrum of patient care.

#### Categories of Technical Standards

ATSU-SOMA's minimal technical standards are as follows. The examples mentioned are not intended as a complete list of expectations, but only as samples demonstrating the associated standards. For additional detail regarding the ATSU-SOMA technical standards, see the ATSU-SOMA Policies and Procedures manual.

1. Observation: Students must have sufficient vision to observe demonstrations, experiments and laboratory exercises. Students must have adequate visual capabilities for proper evaluation and treatment integration. They must be able to observe a patient accurately at a distance and up close.

2. Communication: Students should be able to hear, observe and speak to patients in order to elicit and acquire information, examine them, describe changes in mood, activity, and posture, and perceive their nonverbal communication. Students must also be able to communicate effectively in English, in oral and written form, with staff, faculty members, patients, and all members of the health care team.
3. Motor: Motor skills include reasonable endurance, strength and precision. Students should have sufficient motor function to execute movements reasonably required for general care and emergency treatment. Such movements require coordination of both gross and fine muscular activity, equilibrium, and functional use of the senses of touch and vision.
4. Sensory: Students need enhanced sensory skills including accuracy within specific tolerances and functional use for laboratory, classroom and clinical experiences. Students who are otherwise qualified but who have significant tactile sensory or proprioceptive disabilities must be evaluated medically. These disabilities include individuals who were injured by significant burns, have sensory motor deficits, cicatrix formation, or have malformations of the upper extremities.
5. Strength and mobility: Students must have sufficient posture, balance, flexibility, mobility, strength and endurance for standing, sitting and participating in the laboratory, classroom and clinical experiences.
6. Intellectual, conceptual, perceptual, integrative and quantitative: These abilities include reading, writing, measurement, calculation, reasoning, analysis, and synthesis. In addition, students should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures. Problem solving, the critical skill demanded of physicians, requires all of these intellectual abilities.
7. Behavioral, emotional, and social: Students must possess the emotional health required for full utilization of their intellectual abilities; the exercise of good judgment; the prompt completion of assignments and other responsibilities, especially those attendant to the diagnosis and care of patients; and the development of mature, sensitive, and effective relationships. Students must be able to tolerate physically, intellectually, and emotionally demanding challenges and workloads and be able to adapt to changing environments, display flexibility, and function in the face of uncertainties inherent in patient care. Compassion, maturity, honesty, ethics, concern for others, interpersonal skills, interest, and motivation are all required personal qualities. Students must be able to successfully endure the physical, intellectual, and emotional demands of the medical education curriculum and process as well as the medical profession.

### Additional Information

Records and communications regarding disabilities and academic adjustments with the Director of Learning and Disability Resources have no bearing on the application process. You may contact the director at Learning and Disability Resources, A.T. Still University of Health Sciences, 800 W. Jefferson Street, Kirksville, MO 63501, [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu), or by phone at 660.626.2774.

### Applying for Academic Adjustments

The institution remains open to possibilities of human potential and achievement, providing support for students with disabilities. The Vice President for Student Affairs is responsible for the administration of and compliance with the Technical Standards and Academic Adjustments Policy (ATSU Policy #20-110) through the Director of Learning and Disability Resources. Please see the University Student Handbook for information on how to apply for academic adjustments, or email [disabilityresources@atsu.edu](mailto:disabilityresources@atsu.edu).

### Advising

Each ATSU-SOMA student is assigned a primary Mesa faculty advisor, a secondary Mesa faculty advisor, and RDME faculty advisor(s).

- The Mesa primary faculty advisor is the student's main support and contact during the OMS I year and continues to provide guidance for the duration of the student's tenure at ATSU-SOMA.
- RDME faculty advisors serve the primary advising role in OMS II-IV years (and are additionally available for guidance as needed during the student's OMS I year).
- The secondary Mesa faculty advisor may provide additional student support and is selected based upon the student's CHC assignment.

The roles of a faculty advisor include:

- Assisting students with the policies and practices of ATSU.
- Addressing questions or concerns regarding course requirements and expectations, performance criteria, academic standing, and professionalism.
- Providing feedback on student progress in course and/or clinical requirements, faculty expectations, graduate competencies and program goals.
- Providing support for student personal and professional growth. This support may include referrals to Student Affairs or external sources as needed.
- Discussing academic performance in an effort to optimize learner success.
- Assisting students deemed to be at-risk by providing guidance and support.

Students must meet with their faculty advisor at least once per semester in the first and second year and once per year in the third and fourth year to promote professional development and self-reflection. Advisees are required to complete a self-assessment prior to these once-per-semester mandatory advising meetings. Advisees will be notified by the Assessment Team of the time during which they are required to schedule their advisor/advisee meetings. Students are expected to contact their faculty advisor as soon as they are notified. Failure to do so may be considered a professionalism violation. It is the student's responsibility to contact their advisor when issues need to be discussed at other times.

## Grading

ATSU-SOMA programs adhere to the University grading scale.

## Auditing a Course

In general, the audit policy is designed for use by ATSU-SOMA students who either need to review course content or are taking an extended course of study. All audits are subject to the approval of the ATSU-SOMA dean or their designee.

The conditions of an audit are as follows:

- Students are allowed to attend class and may participate in laboratory experiences only on a space available basis.
- Students are not allowed to take any of the course assessments offered in class.
- No tuition is charged for the audit(s).
- No record of the audit(s) appears on the transcript.

## Program or Course Cancellation

Should the institution cancel a program or course, each currently enrolled student will be permitted to complete such program or course before it is discontinued. No new students will be permitted to enroll in a program or course that the institution has canceled.

## Academic Standards, Guidelines, and Requirements

### Attendance

Please see the ATSU Policies section of the catalog for the University policy on student absences.

At ATSU-SOMA, attendance is required for all mandatory sessions. In the case of excused absences, make-up classes, lab assignments and/or examinations are provided solely at the discretion of the Assistant or Associate Dean of Curricular Integration and/or their designee.

### Absence Policy

#### *OMS I and OMS II*

ATSU-SOMA's faculty members recognize that occasionally a student must miss a curricular activity due to a required or unavoidable circumstance. If this occurs, the student must follow the following procedure:

Medical Skills, Osteopathic Principles and Practice, Small Group sessions, Anatomy Lab, Clinic, and any other events marked as "mandatory" require attendance. Any missed mandatory activity must have an Excused Absence Request form submitted with proper documentation to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu) in order to receive approval for an absence. There are separate forms for the OMS I and OMS II classes.

#### 1. Medical Absences:

- a. OMS I's- Submit the **Excused Absence Request** form with documentation to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu) as soon as you become aware that you will be absent. **Absence during any mandatory event related to an illness requires a health care provider or hospital note, or course director permission.**
- b. OMS II's- Must report each day of absence to the RDME(s). Submit the **Excused Absence Request** form with documentation to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu) as soon as you become aware that you will be absent. The absence form **must have the RDME(s) approval signature and necessary documentation** (e.g. health care provider or hospital note, or course director or RDME(s) permission) when submitting to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu).

#### 2. Unplanned Non-Medical Absences:

- a. OMS I's- Submit the Excused Absence Request form with documentation to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu) as soon as you become aware that you will be absent.
- b. OMS II's- Inform your RDME(s) as soon as you become aware that you will be absent. Submit the Excused Absence Request form with documentation to [SOMAabsences@atsu.edu](mailto:SOMAabsences@atsu.edu) as soon as possible. Copy your RDME(s) on this email.

Examples of that documentation include:

1. Family member's illness or medical procedure: Official documentation regarding the medical issue (e.g. letter from physician, hospital record, etc.)
2. Death of a family member: Published announcement of the death (newspaper clipping or printout from a webpage, etc.) or an original program from the funeral service
3. Flight cancellation: Documentation provided of the flight from the airline

### 3. Planned Absences:

*(Must be submitted at least 2 weeks prior to the event. Earlier than 2 weeks is preferred.)*

Requests cannot be used for exam days (didactic exams, practicals, OSCEs). Only one Small Group activity may be missed per year for a planned absence. OMS I & OMS II students traveling during ATSU breaks/holidays must plan to be back for the first day following breaks.

- a. OMS Is- Six personal days/year permitted. Submit the **Excused Absence Request form with documentation** to SOMAabsences@atsu.edu.
- b. OMS IIs- Four personal days/year permitted. The **Excused Absence Request** form must have **RDME(s) approval and signature with documentation**. Submit to SOMAabsences@atsu.edu.
- c. Submission of an **Excused Absence Request** form a minimum of two weeks prior to the requested event is required. The nature of the documentation will be determined by the reason for the absence.
- d. Typical examples include:
  1. Religious holidays: A program, bulletin, or other printed item from the religious observance held on the day of absence
  2. Weddings: Wedding invitations, proof of being in a wedding party
  3. Conferences: Conference schedules (must be in good academic standing in order to attend)
  4. Medical Mission trip: Additional forms and approvals are required (must be in good academic standing to attend). Please contact the International Club advisor for additional information on requirements.

### 4. Excused/non excused absences:

- a. Excused- the student and the course directors (and RDME(s)) will be notified that the student is eligible to make-up an activity or exam.
- b. Unexcused- the student and the course directors (and RDME(s)) will be notified that the student is ineligible to make-up an activity or exam.

### 5. Make-up for excused absences:

- a. Make-up exams must be taken within 72 business hours of the originally scheduled date (e.g. if exam is scheduled on Monday, exam must be taken by Thursday)
- b. For all other activities, a student should contact the course director(s) or RDME(s) to schedule the make-up activity.
- c. Students who are unable to make-up an exam within 72 business hours or who are unable to make-up an activity within the course must submit a request to the Associate Dean of Curricular Integration for an "incomplete" in the course.

**Any exceptions must be approved by the Associate Dean of Curricular Integration. Unexcused absences beyond the limits outlined herein may result in a lowered grade (refer to appropriate course syllabi) and referral to the Student Performance Committee.**

Make-up for excused absences:

If the Assistant or Associate Dean of Curricular Integration determines that the absence is excused, the appropriate course directors will be notified that the student is authorized for make-up. A make-up is offered for all major

examinations and must be scheduled within 72 business hours of the original examination. After receiving approval for an excused absence, a student should contact the Assistant or Associate Dean of Curricular Integration to schedule the make-up examination. Students unable to make-up an examination within 72 business hours of the original examination must take an incomplete in the course and fulfill course requirements at the end of the academic year.

Some courses or activities have built-in leeway for missing class or a quiz (e.g. the lowest quiz grade is dropped) and no make-up is offered, even if the absence is excused. Due to expenses incurred in providing a make-up, some courses or activities must charge a fee to students in order to be able to provide the make-up, even if it is excused. Finally, sometimes a make-up is not possible due to the nature of the activity even if the student was granted an excused absence.

#### Additional requirements for CHC-based OMS II students

1. Remember to report each day that you are absent to the RDME(s) at your CHC and electronically copy your RDME(s) when sending excused absence requests to ATSU-SOMA [absences@atsu.edu](mailto:absences@atsu.edu).
2. If an OMS II wishes to participate in any academic activity at a CHC other than their assigned site, an excused absence request must be submitted to ATSU-SOMA [absences@atsu.edu](mailto:absences@atsu.edu) no later than two weeks in advance of the planned absence from the assigned site. An OMS II is not permitted to participate in academic activities at another CHC unless approved by the Assistant or Associate Dean of Curricular Integration. Failure to comply with this requirement may result in disciplinary action and/or referral to the Student Performance Committee.

#### *CHC-based OMS III and OMS IV*

Clerkship activities are mandatory and timely attendance is expected at all scheduled clinical and educational events.

All students receive flex-time throughout the OMS III and OMS IV years. Flex-time may be used for vacation, non-credit academic study, residency interviews or conference time to avoid absence days.

#### Procedure:

1. An OMS III or OMS IV may request a pre-arranged or emergency-related schedule change during clinical rotations for personal, emergency, compassionate, professional, or health related reasons.
  - It is the responsibility of the student to contact the RDME(s) and the site/preceptor prior to the schedule change request to identify the make-up time arrangement. The RDME(s) will grant approval of such a schedule change.
  - If clinical make-up time is not arranged or in the event that a rotation does not provide time to be utilized for make-up days, the student will be given a case study assignment topic\* from the RDME(s). The case study\* as described below is to be completed 14 days after the completion of the rotation.
  - It will be the responsibility of the RDME(s) to track each student's approved schedule changes within their CHC for competency and safety reasons. This information is to be presented to ATSU-SOMA CED only if requested.
  - If the student neglects to complete or perform the make-up time or the case study assignment(s), the absence will be unexcused and the student will be referred to the SPC for a professionalism violation.
2. The following excused absences will not require clinical make-up days unless specified by the RDME(s). These days may not be taken on the day of Grand Rounds or the day prior to a COMAT/End of Rotation or COMLEX/USMLE exam unless approved by the RDME(s). These days MUST be pre-approved by the RDME(s). PERSONAL DAYS–Each OMS III and OMS IV student is allowed three days per year. It is the responsibility of the student to contact their preceptor to let them know they will be absent that day, after the RDME(s) has approved the request. These days may not be used consecutively and no more than two per rotation block may



be used without approval from the RDME(s). Generally, no documentation is required unless requested by the RDME(s) or ATSU-SOMA.

These personal days can be utilized for the following reasons:

- Personal illness, family member's illness (including surgeries), mental health day (does not include day before ANY exam), religious holidays, weddings, major family functions, funerals or bereavement days, additional interview or conference days (including travel).
- Personal day requests approved by the RDME(s) are to be submitted to the Assistant Dean of Clinical Education (for recording purposes) as approved.
- 3. The following absence requests must be sent to and approved by the Assistant Dean of Clinical Education. Once approved, these absences will not require clinical make-up days unless specified. Supporting documentation is REQUIRED for these absences. Requested days may not be taken on the day of Grand Rounds or the day prior to a COMAT/End of Rotation or COMLEX/USMLE exam unless approved. All required documentation items, including an excused absence form, are to be submitted with the absence request. Once approved and documented, the requests will be forwarded to the RDME(s) for final approval. It remains the student's responsibility to collaborate with the preceptor regarding missed rotation days. These days are specific to each OMS year and are not cumulative. These include:
  - INTERVIEW DAYS- OMS IV's are allowed four days; however, no more than two days may be taken per rotation block.  
Documentation examples: Email or letter/invite from site coordinator or Program Director.
  - CONFERENCE DAYS – Conference day requests must be submitted at least two weeks prior to the event. Documentation may include a copy of the conference registration or invitation to present a poster/give a presentation or proof of necessary attendance as an organizational officer.
    - OMS III's are allowed two conference days. They cannot be taken during a CORE rotation without approval from the Assistant Dean of Clinical Education. All student officers and representatives in each CHC must know the conferences they are requested or required to attend per their position and plan their schedules accordingly using flex-time if necessary.  
\*\*Typical conference student attendance may include the American Osteopathic Association (AOA) House of Delegates (HOD) meeting every July and the National Association of Community Health Centers (NACHC) meeting every August for poster and research presentations. Any additional requested conference days throughout the OMS III year MUST be approved by the Assistant Dean of Clinical Education and will require make-up time or a case presentation assignment.
    - OMS IV's are allowed three conference days. They cannot be taken during a CORE rotation without approval from the Assistant Dean of Clinical Education. They may be taken consecutively if approved by the RDME(s); however, students may not have more than three absence days per rotation block. Any additional requested conference days throughout the OMS IV year MUST be approved by the Assistant Dean of Clinical Education and will require make-up time or a case study assignment.
- 4. COMLEX/USMLE exams
  - Students are permitted a 24-hour excused absence to take COMLEX Level 2 CE/USMLE 2CK exams if a request is submitted to the CED at least 10 business days in advance of the examination date. This absence does not require clinical make-up time.
  - Students are permitted a 72-hour excused absence from rotation if out-of-state travel is required for taking the COMLEX Level 2-PE exam if a request is submitted at least 10 business days in advance of the examination date. If taking the exam in state while on rotation, a 24-hour excused absence to take the COMLEX Level 2-PE exam will be permitted if a request is submitted at least 10 business days in advance of the examination date. This absence does not require clinical make-up time.

5. Regardless of approved absences for any reason, no more than three days can be missed in any four-week rotation block or more than two days in any two-week rotation block; or a failure of the rotation will result, and the rotation will need to be repeated. It remains the student's responsibility to collaborate with their preceptor regarding missed days to ensure the appropriate documentation from the preceptor occurs on the student's evaluation.
6. Failure to comply with any of the above-stated requirements may result in disciplinary action and/or referral to the SPC.
7. Unexcused absences will be referred to the SPC as a professionalism violation.
8. Absences greater than 5 days for any reason will require an 'Extended Absence Form' or 'Personal Withdrawal' per the University Student Handbook. These forms must be obtained from and submitted to the Student Affairs Office.

\*Any student receiving a case study assignment MUST notify their respective CEC in the CED of the date the case was assigned.

The case study assignment topics will be chosen by the RDME(s) for every missed clinical day of rotation that cannot be made up. They will be consistent across CHCs with a consistent template and grading rubric. The case study assignment will be in the missed rotation discipline. It will be assigned by the RDME(s) if the absence is identified during the rotation. The assignment is to be completed and submitted to the RDME(s) and the Assistant Dean of Clinical Education within 14 days of the end of the rotation. If an absence is identified and cannot be verified on the student evaluation, the Assistant Dean of Clinical Education will assign a case study topic for each missed day without verification. This assignment will be due 14 days after assigned by the RDME(s) and the Assistant Dean of Clinical Education. It will be completed by the student based on the topic they are given. It will have defined objectives, which will include providing five differential diagnoses and five plans for each of the differential diagnoses. They will also need to prepare a board-style question about the case and provide the correct answer and explanations about why the choices are correct or incorrect. The grading rubric will be standard for all student case assignments. It will be a P/F grade and will not count toward their overall clerkship grade for CORE rotations; yet, their final clerkship grade will not be submitted to Enrollment Services until the case study assignment is completed and graded. If a Fail grade is given, the assignment must be repeated with a different topic assigned by the Assistant Dean of Clinical Education (as a learning experience) or the student may be referred to the SPC if the assignment is NOT completed.

## Flex-Time

Flex-time is defined as the time during the OMS III and IV years when a student is not on clerkships (clinical rotations). Often, flex-time is used to fill in the gap between the end date of one rotation and the start date of the next rotation. Flex-time can also be used for a variety of other purposes including vacation, non-credit academic study, residency interviews, etc. Flex-time may NOT be used to take additional clinical rotations. Depending on the academic calendar in a given year, students generally have 12 weeks of flex-time during the two clerkship years. Flex-time must be taken in increments of one-week blocks (no partial weeks) and can include multiple consecutive weeks. If approved, students may take up to three consecutive weeks of flex-time.

Students wishing to schedule flex-time must discuss this with their RDME(s) and if approved, submit a request to the Clinical Education Department (CED). If approved by the CED, the flex-time will be entered into the student's schedule by the Clinical Education Coordinator (CEC). Any student wishing to take more than three consecutive weeks of flex-time must seek additional approval from the assistant dean of clinical education, assessment and outcomes. If approved, after four weeks of flex-time the student must enroll in a Directed Studies course, or take a leave from school approved by the dean of ATSU-SOMA.

## Class Schedules

ATSU-SOMA classes are generally scheduled between the hours of 8 a.m. and 5 p.m. Monday thru Friday. Please check individual course syllabi and class schedules for specific class times. When class times must be changed due to circumstances beyond the control of ATSU-SOMA, every effort will be made to provide as much advanced notification as possible. Official ATSU holidays are published in the Academic Calendar; students are advised to check this calendar prior to making travel plans for holidays and time away from campus. Occasionally, it is necessary to schedule class activities on evenings or weekend days. Every attempt will be made to provide as much advanced notice as possible for these activities.

Occasionally classes may end early or run late or other circumstances may occur that will cause some lapse in the published schedule. Students are advised to maintain access to study materials during these periods so that time may be utilized productively. Please be advised that faculty are directed to begin and end classes on the published ATSU-SOMA schedule.

## HIPAA and OSHA Training

All ATSU-SOMA students must complete Health Information Portability & Accountability Act (HIPAA) and Occupational Safety and Health Administration (OSHA) training annually. In addition, all ATSU-SOMA students must complete Human Subjects and Bloodborne Pathogens training. Mask fitting prior to clinical experiences is a site-dependent requirement.

## Immunizations

ATSU-SOMA requires all entering students to provide proof of their immunizations in order to enroll in courses. This is necessary for the student's protection, as well as the protection of any individuals with whom they come in contact. It is the responsibility of the student to maintain up-to-date immunization protection throughout the entire duration of enrollment. Non-compliance at any time during a student's enrollment could result in suspension and/or dismissal. Documents related to immunizations and screenings will be maintained and monitored by ATSU-SOMA administration. All testing is at the expense of the student.

1. Diphtheria/Tetanus/Pertussis: Students are required to receive either the primary series of Diphtheria/Tetanus/Pertussis or booster dose within ten (10) years prior to the beginning of the academic year. A single dose of Tdap (Tetanus, Diphtheria, acellular Pertussis) between ages 19 and 64 is required if the student has not previously received Tdap, or to replace one decennial Td booster.
2. Polio: Students are required to provide documentation that they have received the primary series of polio vaccine. If documentation cannot be produced, the student must receive the primary series of inactivated polio vaccine.
3. Measles, Mumps, and Rubella: Students born after 1956 are required to provide documentation of the MMR vaccine prior to matriculation. If the vaccination was given prior to 1975, evidence of a re-booster is recommended.
4. Hepatitis B: Students are required to initiate a series of Hepatitis B vaccine prior to matriculation. Students must complete the series according to the prescribed timeline (completed within 6 months of matriculation).
5. Tuberculosis Skin Test: Students must have had a tuberculosis skin test (PPD) or a Quantiferon blood test within the year prior to matriculation. In those individuals who have had a positive PPD test in the past, PPD testing is not advisable. The Quantiferon test, a negative CXR, or a record of INH treatment may provide evidence of absence of TB disease. In individuals who have had BCG vaccination, PPD testing or the Quantiferon should be performed as noted above. TB status must be updated annually.
6. Varicella immunization, serum titer, or healthcare provider documentation of date of contraction.

Recommended Immunizations (some clinical training sites may require some of all of these):

- Influenza
- Hepatitis A
- Meningococcal
- Pneumococcal

#### *Titers:*

Some clinical training sites require that students show proof of immunity (e.g. measles) before being allowed to train at the site. Therefore, it is recommended that students have this testing done in advance of their clinical training portion of the curriculum.

#### Immunization Exemptions:

Under certain religious or health circumstances, a request for exemption from preventive health requirements may be provisionally granted. However, ATSU-SOMA cannot guarantee placement at a CHC or in clinical clerkships (rotations) when this exemption is granted, as some sites may require immunizations to begin rotations. Consequently, students receiving an exemption from preventive health requirements may take longer to complete the curriculum and graduate, or the student may not be able to complete the curriculum and graduate.

### **Advanced Cardiac Life Support (ACLS) and Basic Life Support (BLS)**

ATSU-SOMA requires that all students obtain and maintain BLS certification throughout the entire duration of enrollment. Proof of certification must be on file by the end of OMS I orientation. It is the student's responsibility to renew certification prior to the expiration date. Students are responsible for the costs of BLS recertification. Proof of ACLS certification must be obtained prior to reporting for clerkship duty in the OMS III year. ATSU-SOMA will not cover the costs for ACLS renewal. These requirements may only be met using an online course if it is a certification renewal. First-time certification must be completed via a live course. Non-compliance at any time during a student's enrollment will result in suspension and/or dismissal.

### **Dress Code**

For all classroom and real or simulated activities (e.g. those that involve patients or standardized patients), all students must maintain an appearance that demonstrates respect, trust and credibility. The reasons for appropriate attire and hygiene are rooted in infection control, communication and cultural sensitivity. This prepares the student for their role as a professional health care provider. Patient trust and confidence in their health care provider are essential for successful treatment experiences and outcomes. The message communicated by the provider by their dress and appearance plays a fundamental role in establishing this trust and confidence. Students should consider the cultural sensitivities of their most conservative potential patients and present themselves in a manner that will earn the patients' respect, ensure trust and make them feel comfortable.

Business casual attire is required. In general, all clothing should be neat, clean and of appropriate size and fit for the clinical setting. Good personal hygiene is expected. The Osteopathic Principles and Practice and Medical Skills courses have a dress code specific to lab days. Please refer to the course syllabi for additional details. For students in OMS II through OMS IV, please refer to the Clinical Education Manual on the eValue home page for specific dress code requirements. Each CHC may make modifications to the official Dress Code that conform to regional standards. Students are responsible to check with the CHC RDME(s) with any questions concerning the Dress Code for their region.

### **Examinations**

Examination content is derived from course goals and objectives. Rescheduling an examination or other assessment can be accommodated if a student receives an excused absence. If you cannot attend an examination or assessment, you are required to follow the Excused Absence Policy in the ATSU-SOMA Catalog. ATSU-SOMA reserves the right to assess students for the cost of reproducing examinations or assessments where the reproduction of said exam or assessment would be excessive (i.e., require special scheduling of standardized patients).

ATSU-SOMA students are expected to exhibit the highest degree of intellectual honesty in the writing of examinations and completion of assignments given by ATSU-SOMA, and must adhere to the exam protocols provided at the beginning of each academic year. Behaviors that are not consistent with this standard are subject to disciplinary actions by the ATSU-SOMA Student Performance Committee.

All assignments and projects submitted for any course are the property of ATSU-SOMA and may not be available for return to the student. Students should maintain a copy of all work assignments submitted. All work on exams, exercises and assignments are to be completed individually unless direction is given by the faculty member that said assignment may be completed as a group project or with the assistance of others.

## Professionalism

An important aspect of any professional educational curriculum is the development of professional behaviors and role identity. Evidence shows that unprofessional behavior exhibited during training is a predictor of future referrals to state regulatory boards and/or the need for disciplinary actions. Since such behavior presents a potential danger to the provision of good patient care and issues for the credibility of the profession, they share equal importance to academic and manual skills. ATSU-SOMA considers breaches of professional conduct as academic deficiencies. Recognizing the responsibility to display appropriate professional behaviors, ATSU-SOMA sets expectations for professional conduct and evaluates students in this sphere to document satisfactory acquisition of these important behaviors.

Below is a list of minimal expectations of professionalism for ATSU-SOMA students. Each member of ATSU-SOMA should model these behaviors to ensure quality patient care and growth of the profession. In addition to the expectations below, students are also expected to adhere to the ATSU Code of Academic Conduct as described in this catalog and the ATSU Code of Behavioral Standards as described in the ATSU Student Handbook.

### *Altruism*

- Helps colleagues and team members who are busy.
- Takes on extra work to help the team.
- Serves as knowledge or skill resource to others.
- Advocates for policies, practices and procedures that will benefit patients.
- Endures inconvenience to accommodate patient needs.

### *Honor and Integrity (honesty)*

- Admits errors and takes steps to prevent recurrence.
- Deals with confidential information appropriately.
- Does not misuse resources (i.e. school property).
- Attributes ideas and contributions appropriately for other's work.
- Upholds ethical standards in research and scholarly activity.
- Requests help when needed.
- Assumes personal responsibility for mistakes.

### *Caring and Compassion*

- Treats the patient as an individual, considers lifestyle, beliefs and support systems.
- Shows compassion to patients and maintains appropriate boundaries in professional relationships.
- Responds to patient's needs in an appropriate way.
- Optimizes patient comfort and privacy when conducting history, physical examination and procedures.

### *Respect*

- Respects institutional staff and representatives; respects faculty and colleagues during teaching sessions.
- Adheres to local dress code.
- Participates constructively as a team member.
- Adheres to institutional and departmental policies and procedures.
- Displays compassion and respect for all patients even under difficult circumstances.
- Discusses patients/faculty/colleagues without inappropriate labels or comments.

### *Responsibility and Accountability*

- Presents self in an appropriate manner to patients and colleagues.
- Completes assignments and tasks in a timely manner.
- Responds promptly when called or when pages, emails or phone calls are sent.
- Intervenes when unprofessional behavior presents a clear and present danger.
- Uses resources effectively.
- Responds appropriately to an impaired colleague.
- Reacts to other's lapses in conduct and performance.
- Makes valuable contributions to class, rounds and group interactions.
- Elicits patient's understanding to ensure accurate communication of information.
- Facilitates conflict resolution.
- Remains flexible to changing circumstances and unanticipated changes.
- Balances personal needs and patient responsibilities.
- Provides constructive feedback.

### *Excellence*

- Has internal focus and direction, sets goals to achieve excellence.
- Takes initiative in organizing, participating and collaborating with peer groups and faculty.
- Maintains composure under difficult situations.
- Inspires confidence in patients by proper preparation for clinical tasks and procedures.

Students are expected to adhere to the highest standards of the osteopathic profession.

## **Community Health Centers**

### *Assignment to CHC Location*

Assignment to a CHC involves the consideration of various factors including the student's expressed desire concerning location. CHC assignments are ultimately under the purview of the School and ATSU-SOMA reserves the right to

make all CHC and clinical assignments. Unauthorized trading or attempts to influence CHC placements by bartering, coercion or offering goods or services are grounds for disciplinary action.

Placement at a CHC is considered a permanent assignment. It is only under extraordinary circumstances that transfer from one CHC to another will be considered. Requests for transfer and questions about CHCs should be addressed to the Associate Dean of Clinical Education and Services.

### *Travel to Clinical Experiences*

Many of the courses required to complete the curriculum require travel to participate in clinical experiences. Unless otherwise published, travel is at the student's expense and not paid for by ATSU-SOMA or clinical agencies. Most students find having a car and valid driver's license a necessity to complete the program of study. In particular, students are encouraged to consider the travel requirements associated with specific CHCs prior to their indication of interest in attending that CHC.

At each site the weather conditions may make travel hazardous. Students should take their cue on travel from the site supervisor and follow local policy that may dictate procedures. Ultimately the decision to travel or not travel should be made using the individual's best judgment based on the available information.

### *Housing*

Students are responsible for making arrangements for and payment of their housing needs. Please be advised that there are occasions when students will be assigned at a distance from their CHC. In very select cases some subsidies may be available at certain locations. However, housing costs remain the ultimate responsibility of the student. Students are encouraged to investigate housing costs prior to CHC selection.

## **Community Health Center General Policies and Procedures**

### *Injuries and Accidents*

Any student who sustains an injury or bloodborne pathogen exposure while on their clinical experience must notify their RDME(s) as soon as possible. A needle-stick protocol checklist and post exposure prophylaxis (PEP) guideline is provided on the eValue homepage. See the ATSU-SOMA Needlestick and Bloodborne Pathogens Policy for additional details.

### *Safety Issues*

Every site should have a disaster plan directing individuals' actions in the event of an emergency (i.e. tornado, violence at the site, etc.). In the event of an emergency follow the site's emergency plan and the direction of your site supervisor. As soon as it is safe and feasible please notify the ATSU-SOMA Administration regarding your status.

Students are required to become familiar with the safety procedures that are established at each of the CHC. As in every situation, especially when one is in an unfamiliar environment, it is prudent to maintain good situational awareness and to be cognizant of one's surroundings.

### *Professional Conduct*

Students are under the supervision of, and responsible to, the CHC faculty, including the RDME(s) and clinical preceptors. The student may be subject to review and removed from the CHC by the ATSU-SOMA administration if their conduct is deemed unsafe or inappropriate by the faculty at the CHC.

## Student Responsibilities at the Community Health Center

The student is expected to put a patient's needs and safety as the top priority during all clinical encounters.

The student is expected to adhere to the schedule provided by the CHC RDME(s) for both didactic courses and clinical courses. The student is expected to attend conferences, rounds, and clinics assigned by the CHC faculty as part of their OMS II curriculum. It is the student's responsibility to review the curricular objectives and augment didactic and clinical experiences with independent research and discussion with the CHC faculty.

### *Community Health Center Responsibility to the Student*

The CHC must organize an orientation at the start of OMS II year to provide general information about the site, student requirements, and contact information for key personnel. The CHC must ensure that on-site faculty guidance is available to assist students in their concerns related to the OMS II curriculum. The student will be provided with information and procedures to handle injuries and other health concerns sustained at the CHC.

## Medical Student Performance Evaluation (MSPE)

The Medical Student Performance Evaluation (MSPE), previously the "Dean's Letter", is a document utilized in the residency application process. It serves as an evaluation of a medical student's performance and describes, in a sequential manner, a student's performance through three full years of medical school and, as much as possible, the fourth year. As per the American Association of Medical Colleges (AAMC), "the purpose of the MSPE is not to advocate for the student, but rather to provide an honest and objective summary of the student's personal attributes, experiences, and academic accomplishments based, to the greatest degree possible, on verifiable information and summative evaluations." Once the MSPE draft has been created for each student, students will be provided the opportunity to review their MSPE and correct factual errors in the MSPE, but not to revise evaluative statements in the MSPE. The national release date for the MSPE to residency programs is October 1 of the student's final academic year preceding the match(es).

## Postgraduate Placement

Postgraduate (i.e. residency) match results which may include a student's name, specialty, and residency program placement will be made public by ATSU-SOMA unless the student opts out. Students may opt out at any time by contacting the Dean's Office.

## Echo360

ATSU-SOMA uses Echo360 for video and audio recording of many didactic presentations for later playback; however, as with any technology, the Echo360 system may not work at times. ATSU-SOMA will notify students via ATSU e-mail when the Echo360 is unavailable. The student is always responsible for the material covered in a session, even if an Echo360 recording is not available. Echo360 is not intended to serve as an alternative to classroom attendance.

## Annual Catalog, Handbook, and Clinical Education Manual Review

All ATSU-SOMA students are required to read the ATSU University Catalog and the University Student Handbook annually. In addition, the OMS III and OMS IV students must also read the ATSU-SOMA Clinical Education Manual annually. An attestation is sent via the eValue system to all students annually. Each student must sign and submit the form, affirming that they have read the required items. Failure to do so may be considered a



professionalism violation and may result in a delay in the student's course work, and may result in the student appearing before the Student Performance Committee.

## Doctor of Osteopathic Medicine Program

The ATSU-SOMA curriculum is aligned with the American Osteopathic Association (AOA) Seven Osteopathic Core Competencies for Medical Students. Under each of these competency domains, there are measurable curricular goals which, upon student attainment and completion, indicate competence in the domain. These curricular goals broadly shape and define the courses and clerkships (clinical rotations) within the four-year ATSU-SOMA curriculum. For each curricular goal, there are accompanying learning activities, whose purpose is to help students achieve the goal and learn course content. Each learning activity is guided by a set of specific, measurable learning objectives that state what the student will accomplish during the activity.

### 1. Osteopathic Principles & Practices

"Graduates must demonstrate knowledge of osteopathic principles and practice (OPP), and they must exhibit and apply knowledge of somatic dysfunction diagnosis and osteopathic manipulative treatment (OMT) in clinical settings."

- Demonstrate and communicate knowledge of osteopathic principles and osteopathic manipulative therapy (OMT) including the scientific basis and physical findings of somatic dysfunction as well as the mechanism of action, indications, contraindications, and basic application of OMT.
- Perform and document a complete and appropriately focused osteopathic structural examination in a respectful, logical, and organized manner.
- Apply osteopathic principles and OMT consistently and appropriately into specific patient care plans.
- Demonstrate the knowledge and skills necessary to integrate osteopathic principles and practice into all aspects of whole person healthcare.

### 2. Clinical Skills & Osteopathic Patient Care

"Graduates must demonstrate effective use of motor and cognitive skills in diagnosis, management and prevention of common health problems encountered in patient care within a variety of clinical settings and across the lifespan."

- Elicit a comprehensive and appropriately focused history and generate a list of a patient's concerns in a respectful, rationale and organized manner.
- Perform a complete and appropriately focused physical examination in a respectful, rationale and organized manner; and correlate abnormal findings to clinical presentations and disease processes.
- Perform basic clinical procedures essential for general osteopathic medical practice.
- Utilize clinical reasoning strategies to accurately diagnose medical conditions originating from common clinical presentations.
- Determine and implement evidence-based clinical intervention plans and management strategies, while monitoring their effectiveness and adjusting appropriately.
- Incorporate health education counseling, preventive medicine approaches, and health promotion strategies during patient encounters.

### 3. Medical Knowledge

"Graduates must demonstrate knowledge and application of osteopathic, biomedical, clinical, epidemiological, biomechanical, social and behavioral sciences in the context of patient-centered care."

- Recognize and explain normal structure and function across the lifespan.
- Identify and explain the molecular, biochemical and cellular mechanisms that support normal structure and function.
- Distinguish between the mechanisms of disease pathogenesis, describe their impact on the body, and relate them to patient signs and symptoms.

- Explain and apply principles of contemporary therapeutics, including osteopathic, surgical, pharmacologic, molecular, biologic, behavioral and contemporary/alternative.
  - Interpret diagnostic studies and correlate abnormal findings to disease states.
  - Describe the epidemiology of common disease states within a defined population, and the systematic approaches useful in reducing the incidence and prevalence of those disease states.
4. Professionalism
- "Graduates must demonstrate through knowledge, behavior and attitudes, a commitment to the highest standards of competence, ethics, integrity, and accountability to patients, society and the osteopathic profession."
- Demonstrate respect, altruism, compassion, interest, integrity, honesty, accountability and trustworthiness in all interactions with patients, their families, faculty, staff, peers and colleagues.
  - Apply ethical decision making in all aspects of professional practice.
  - Demonstrate awareness, sensitivity and responsiveness to culture, socio-economic status, religion, age, gender, sexual orientation, and mental/physical disabilities of patients, their families, faculty, staff, peers and colleagues.
  - Demonstrate professional work behaviors such as punctuality, appropriate appearance, accepting responsibility for errors, and maintaining professional boundaries.
  - Demonstrate a commitment to continuous professional development, learning, and internal & external assessment.
5. Interpersonal and Communication Skills
- "Graduates must demonstrate the knowledge, behaviors and attitudes that facilitate accurate and efficient information gathering, empathetic rapport building, and effective information giving in interactions with patients, their families and colleagues of the inter-professional health care team."
- Document and record patient information in an accurate, organized, and confidential manner appropriate to the clinical situation and present relevant aspects of a patient's case in a logical, articulate fashion both orally and in writing.
  - Work effectively and collaboratively with patients, their families and colleagues of the inter-professional healthcare team in providing whole person healthcare.
  - Demonstrate effective and appropriate active listening, verbal, non-verbal, and written and electronic communication skills when dealing with patients, their families, faculty, staff, peers and colleagues of the inter-professional health care team.
6. Practice-Based Learning and Improvement
- "Graduates must demonstrate the ability to apply scientific theory and methodology and exhibit the critical thinking skills essential for integrating evidence-based principles and practice into patient care."
- Apply fundamental biostatistical and epidemiologic concepts to practice-based learning and improvement.
  - Conduct a systematic review of literature on basic and clinical science research and critically synthesize the results for relevance and validity.
  - Describe the clinical significance of and apply strategies for integrating best medical evidence into clinical practice.
  - Identify, describe and apply systematic methods relating to continuous evaluation of osteopathic clinical practice patterns, practice-base improvements, and the reduction of medical errors.
  - Integrate technology into the practice of medicine and the delivery of healthcare services.
7. Systems-Based Practice
- "Graduates must demonstrate awareness of and responsiveness to the larger context and systems of health care, and effectively identify system resources to advocate for and maximize the health of the individual and the community or population at large."

- Demonstrate knowledge of health delivery systems that affect the practice of an osteopathic physician and how delivery systems influence the utilization of resources and access to health care.
- Demonstrate knowledge of how patient care and professional practices affect other health care professionals, health care organizations, and society.
- Demonstrate the ability to work effectively in a variety of health care systems (with an emphasis on community health care) and provide quality patient care while advocating for the best interests of patients.
- Demonstrate the ability to implement safe, effective, timely, patient-centered and equitable systems of care in a team-oriented environment.

Several important pedagogical modalities are used to bring basic science into a clinical context. These modalities include: clinical presentation "schemes," small group learning discussions, hands-on laboratories, demonstrations, and simulation activities.

### Community Health Center (CHC) Learning Partnerships

A unique feature of ATSU-SOMA's education program is its emphasis on contextual learning in community healthcare settings. Beginning in the second year (OMS II year), students are stationed at one of the Community Health Centers (CHCs) listed below. Each of these locations has dedicated classroom space for didactic instruction, OPP training, and clinical skills application and practice. These classrooms are equipped with web connectivity and video conferencing capabilities so that academic interaction can occur with the Mesa campus faculty and with the other CHC sites. ATSU-SOMA's CHC partnerships include:

- Adelante Healthcare: Mesa, Arizona
- Beaufort Jasper Hampton Comprehensive Health Services: Ridgeland, South Carolina
- El-Rio CHC: Tucson, Arizona
- Family HealthCare Network: Visalia, California
- HealthPoint CHC: Renton, Washington
- HealthSource of Ohio: Mt. Orab, Ohio
- Near North Health Service Corporation: Chicago, Illinois
- North Country Health Care: Flagstaff, Arizona
- North Central Texas Community Health Care Center: Wichita Falls, TX
- NWRPCA (Northwest Regional Primary Care Association): Portland, Oregon
- San Ysidro Health Center: San Ysidro, California
- SIHF Healthcare (Southern Illinois Healthcare Foundation): Alton, Illinois
- Sunset Park-Family Health Centers at NYU Langone: Brooklyn, New York
- The Wright Center for Community Health: Scranton, Pennsylvania
- Unity Health Care: Washington, DC
- Waianae Coast CHC: Waianae, Hawaii

### Length of Program

The Doctor of Osteopathic Medicine program can be completed in four years, and must be completed within six years from the date of matriculation. The curriculum is comprised of a minimum of 249.6 semester credit hours.

### Tuition and Fees

Tuition is due twice a year at ATSU. It is due at the beginning of the first and second semesters. Each payment is half the cost for the entire year. Tuition may be paid any time during the week that it is due. Delinquent tuition penalties accrue at 1.5% per month, which is 18% per year.

Class/Year	Tuition	Educational Supply Fee	Medical Equipment Fee
Class of 2024, year 1	\$58,652.00	\$1,150.00	\$1,000.00
Class of 2023, year 2	\$58,652.00	\$1,150.00	
Class of 2022, year 3	\$58,652.00	\$1,150.00	
Class of 2021, year 4	\$58,652.00	\$1,150.00	

## Admissions

### Application process

ATSU-SOMA uses the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS). AACOMAS provides centralized services including data collection, analysis, and distribution of the online primary application to osteopathic medical schools the applicant designates. Please visit [www.aacom.org](http://www.aacom.org) or contact AACOMAS at 5550 Friendship Boulevard, Suite 310, Chevy Chase, MD 20815-7231, phone: 301.968.4100.

### Application Deadline

The deadline for submission of the AACOMAS application is March 1; however due to ATSU-SOMA's rolling admissions process and early admission decisions, applicants are strongly encouraged to apply early.

Upon review of the AACOMAS application, ATSU-SOMA will send qualified applicants a secondary (supplemental) application. A non-refundable application fee, at least one letter of recommendation (LOR) from a science faculty member (or from the pre-medical committee), and at least one LOR from a physician (strong preference for a letter from a D.O.) must be submitted with the secondary application.

The deadline for submission of the secondary (supplemental) application is April 1. Due to ATSU-SOMA's rolling admissions process and early admission decisions, applicants are strongly encouraged to apply early.

### Admission Requirements

Applicants for admission to the first-year DO class must meet the following requirements prior to matriculation.

1. The applicant must have achieved a minimum 2.8 cumulative grade-point average (GPA) and a minimum 2.8 science GPA on a 4.0 scale.
2. Applicants must have completed a bachelor of arts or science from a U.S. regionally accredited college or university.
3. Applicants must have successfully completed one full academic year (or equivalent) with a grade (or equivalent) of "C-" or better in each of the following courses prior to matriculation:
  - o English
  - o Biology/Zoology (with laboratory)
  - o Inorganic/General Chemistry (with laboratory)

- Physics (with laboratory)
- Organic Chemistry (with laboratory)
- Additionally, ATSU-SOMA strongly recommends the following elective courses:
  - Anatomy
  - Behavioral Science
  - Biochemistry
  - Genetics
  - Immunology
  - Microbiology
  - Molecular Biology
  - Multicultural Studies
  - Physiology
  - Public Health/Epidemiology
- 4. Applicants are required to submit scores from the Medical College Admission Test (MCAT) that have been taken within three years of application.
- 5. Matriculants are required to submit complete official transcripts from each school attended by the date of matriculation.
- 6. ATSU-SOMA and many of its clinical affiliations require criminal background checks on matriculants and students to ensure the safety of patients and employees. The checks are conducted by a vendor selected by ATSU. The student will pay the cost of the criminal background check directly to the vendor. Failure to comply with this mandate will result in denial to matriculate. A matriculant with a positive criminal background screen will be reviewed.
- 7. Applicants must be a U.S. citizen or permanent resident
- 8. Applicants must be fluent in the oral and written use of English
- 9. Applicants must have basic computer literacy.
  - Matriculants will meet the minimum technology specifications found at: <http://its.atsu.edu/knowledgebase/soma-technology-requirements/>

## Doctor of Osteopathic Medicine and Master of Public Health Dual Degree

With ATSU's dual Doctor of Osteopathic Medicine and Master of Public Health program, students earn their Master of Public Health (MPH) through ATSU's College of Graduate Health Studies (ATSU-CGHS) while completing their DO degree at ATSU-SOMA. Students trained in ATSU-SOMA's innovative CHC model will be well prepared for a medical career in public health venues. The MPH requires additional courses completed online via ATSU-CGHS. Applications to the MPH program are accepted toward the end of the students' first year at ATSU-SOMA.

After earning their DO and MPH degrees students will be able to do the following and more:

- Analyze issues of access, quality, and cost for populations, communities, and individuals
- Evaluate social determinants of health and health disparities at your community health center and beyond
- Hypothesize reasons for observed disparities
- Create interventions to address health disparities
- Design research studies to address health disparities
- Compare and contrast research methodologies
- Critically appraise public health and medical literature
- Define health literacy and apply its concepts to health promotion and disease prevention programs
- Apply knowledge and skills acquired from the curriculum and complete an academic paper suitable for publication

- Present research findings at national meetings
- Evaluate health promotion and disease prevention programs from a variety of perspectives

Students must meet the following criteria to apply for the DO/MPH dual degree:

- Must have attended the introductory presentation.
- Must be in good academic standing
- Must have no course failures during the OMS I year
- Must not be identified as At Risk according to the ATSU-SOMA catalog description

Once these criteria have been met, a letter of support must be obtained for the student from the ATSU-SOMA Dean. The student may then apply online via the ATSU website. There is no admission fee for potential DO/MPH students.

### **Hometown Scholars Program**

The National Association of Community Health Centers has a Hometown Scholars Program that identifies potential applicants who match the mission and values of ATSU-SOMA. Please visit [www.atsu.edu/hometown-scholars](http://www.atsu.edu/hometown-scholars) for more details on the Hometown Scholars Program.

### **Transfer Student Admission**

The curriculum model and structure of ATSU-SOMA does not allow for transfer student admission.

### **Transfer Credit**

The curriculum model and structure of ATSU-SOMA does not allow for transfer course credit.

### **Advanced Standing Admission**

The curriculum model and structure of ATSU-SOMA does not allow for the awarding of advanced standing into the School.

### **International Student Admission**

All ATSU-SOMA applicants must be U.S. citizens or permanent residents.

### **Selection of Applicants**

The ATSU-SOMA Admissions Committee seeks individuals who will be a good match to ATSU-SOMA's mission and are capable of meeting ATSU-SOMA's academic and professionalism standards. Applicants are screened for academic achievement, clinical involvement, interpersonal skills, leadership qualities, service, perseverance, maturity, motivation, and knowledge of the osteopathic profession. Applicants who pass this screening will be invited for an interview. The interview day is designed to be a two-way process to help the ATSU-SOMA Admissions Committee determine if the applicant is a good fit for ATSU-SOMA while enabling the applicant to determine if ATSU-SOMA is a good fit for the applicant. Physical attendance at an interview day is mandatory for admission unless other arrangements have been made by ATSU-SOMA.

Following the interview day, the Admissions Committee will review the applicant's entire packet and determine the disposition of the application. The Admissions Committee will accept (with or without contingencies), reject, or place

candidates on an alternate list. Applicants are notified of the Committee's decision as soon as possible (usually within two weeks of the interview day).

An offer of acceptance is accompanied by assignment to a specific Community Health Center Contextual Learning Site (informally known as "CHC"). Successful applicants are granted a specified time period to notify the Office of Admissions of their intention to enroll. This letter of intent must be accompanied by payment of a non-refundable acceptance fee.

Admission after acceptance is subject to the satisfactory completion of all academic requirements. Admission to ATSU-SOMA may be revoked for fraud, misrepresentation, or other violation of University standards.

## Matriculation Requirements

The following are required prior to attendance on the first day of class at ATSU-SOMA. Failure to comply with any of the listed requirements may lead to withdrawal of acceptance and will prevent a student from initially enrolling or remaining enrolled at ATSU-SOMA.

1. Successful completion of a Bachelor of Arts or Science (B.A., B.S.) degree and all ATSU-SOMA prerequisite courses from a U.S. regionally accredited college or university or equally accredited Canadian institution: This must be verified with submission of all final official transcripts to the ATSU Admission Office.
2. Attendance at all ATSU-SOMA osteopathic medical student, year 1 (OMS I) orientation activities: These activities occur during the week prior to the first day of class.
3. Background Check: ATSU-SOMA requires that entering students submit to and provide the results of background check prior to enrollment. Recognize that this is a minimum standard and that some clinical facilitates may have additional requirements that students must meet prior to beginning clerkships (clinical rotations) at those sites. These requirements may include (but not be limited to) additional background checks and drug screening.
4. Required Immunizations: ATSU-SOMA requires all entering students to provide proof of their immunizations in order to enroll in courses. Please see the Academic Standards, Guidelines, and Requirements section for the specific immunization requirements.
5. Proof of Health Insurance: ATSU requires that all students maintain personal hospitalization/health insurance coverage. Proof of adequate coverage as defined by ATSU must be presented to Enrollment Services. Coverage must be maintained throughout the duration of enrollment. Non-compliance at any time during a student's enrollment could result in suspension and/or dismissal. For coverage details, see the University Student Handbook.
6. Basic Life Support (BLS) Certification: ATSU-SOMA requires that all students obtain and maintain BLS certification throughout the entire duration of enrollment. Proof of certification must be on file by the end of OMS I orientation. It is the student's responsibility to renew certification prior to the expiration date. Proof of Advanced Cardiac Life Support (ACLS) certification must be obtained prior to reporting for clerkship duty in the OMS III year. These requirements may only be met using an online course if it is a certification renewal. First-time certification must be completed via a live course. Non-compliance at any time during a student's enrollment will result in suspension and/or dismissal.

## Grading

ATSU-SOMA programs adhere to the University grading scale.

## Grading Guidelines



ATSU-SOMA students are evaluated by a number of methodologies to insure they are meeting curricular goals and competencies. The following are examples of methods that may be used to provide either formative or summative evaluation of student performance.

- Examinations (either written or computer based), quizzes and assignments
- Observation of Head-To-Toe Physical Exam
- Observation of Problem-Specific Physical Exams
- Performance of Clinical Procedures
- Performance at Clinical Experiences
- Discussion with Preceptors at Clinical Sites
- Behavioral Performance Evaluation
- Comprehensive End-of-Year Examinations
- Faculty Advisory Reviews
- Evaluation of Medical Documentation
- Observation of Patient Presentations
- Objective Structured Clinical Examinations (OSCEs)
- Clinical Examination Exercise (Mini-Cex)

Final pre-clinical course and system grades are reported as Honors (H 90% and above), Pass (P 70-89%), or Fail (F <70%). In addition to earning a cumulative grade above 70%, individual courses may also specify further requirements in order to successfully pass. A failed class that is remediated is reported as a Remediated Pass (RP). GPA is calculated using the final actual percentage score a student achieved in a course or system, weighted in proportion to the units of the course or system. Class rank is determined by ordering the GPA's of the members of the class from highest to lowest. While GPA and class rank are not reported on the official transcript, ATSU-SOMA can provide this information in an official letter at the student's request.

Grades for rotations and courses for students in OMS III & IV are reported on the transcript as Honors (H), High Pass (HP), Pass (P), Low Pass (LP) or Fail (F). For OMS IV course Selective II- Academic Study Option, grades are reported as Pass/Fail only, and do not factor into a student's rank. A failed rotation that is successfully remediated is designated as a Remediated Pass (RP) on the transcript. The following criteria are used to determine OMS III & IV grades:

#### Non-core rotations:

For non-core rotations, scores are based on the Clinical Rotation Evaluation (CRE). See individual course syllabi for additional requirements.

Grade is based on the CRE scale:

Grade	Value
Honors	>4.75
High Pass	4.00 – 4.75
Pass	3.00 – 3.99
Low Pass	2.10 – 2.99

Fail	< or equal to 2.09
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### Core rotations:

For core rotations, scores are based on the Clinical Rotation Evaluation (40%), end-of-rotation exam (40%), and course assignments (20%). See individual course syllabi for additional requirements.

Each component of the core rotation grade has its own scale:

Grade	CRE (40%)	Exam (40%) "mean" refers to national mean		Course Assignment (20%)
		COMAT	CC/Neuro/Cardio exams	
Honors	>4.75	111+	>4.75	>4.75
High Pass	4.00 - 4.75	103-110	4.00 - 4.75	4.00 - 4.75
Pass	3.00 - 3.99	94-102	3.00 - 3.99	3.00 - 3.99
Low Pass	2.10 - 2.99	85-93	2.10 - 2.99	2.10 - 2.99
Fail	≤ 2.09	84 or lower	≤ 2.09	≤ 2.09

\*Failure of the CRE will result in failure of the course and a repeat of the clinical rotation.

The three components (CRE, end-of-rotation exam scores, course assignments) are combined to determine the final grade based on the following scale:

Grade	Value
Honors	>4.75
High Pass	4.00 - 4.75
Pass	3.00 - 3.99
Low Pass	2.10 - 2.99
Fail	< or equal to 2.09

Should a student fail a post-rotation examination, a limit of two (2) retakes (for a total of three attempts) will be allowed. Any retake requires approval by the Assistant Dean of Clinical Education, Assessments and Outcomes. A failure of the rotation will occur if the student does not successfully pass on the third attempt.

For Family Medicine and Internal Medicine, the COMAT is taken at the end of the second rotation. Due to these courses being a total of 8 weeks each (two four-week experiences for Family Medicine and two four-week experiences for Internal Medicine), the COMAT is factored into both rotation grades (Family Medicine I and II for the Family Medicine COMAT, and Internal Medicine I and II for the Internal Medicine COMAT), even if the rotations are taken in different semesters.

Scores for Osteopathic Principles and Practice (OPP) in the OMS III year- first semester & OMS IV year are converted to a pass designation using the following criteria:

Grade	Value
Honors	95-100
High Pass	90-94
Pass	75-89
Low Pass	70-74
Fail	<69

Scores for OPP in the OMS III year- second semester are converted to a pass designation using the following chart:

OPP Score	COMAT®	Honors	High Pass	Pass	Low Pass	Fail
95-100		Honors	Honors	High Pass	High Pass	I
90-94		Honors	High Pass	Pass	Pass	I
75-89		High Pass	Pass	Low Pass	Low Pass	I
70-74		Pass	Low Pass	Low Pass	Low Pass	I
69 or below		Fail	Fail	Fail	Fail	Fail

Should a student fail a post-rotation examination, a limit of two (2) retakes (for a total of three attempts) will be allowed. Any retake requires approval by the Assistant Dean of Clinical Education, Assessments and Outcomes. A failure of the rotation will occur if the student does not successfully pass on the third attempt. Any student retaking and passing an end-of-rotation exam will only be able to receive up to the highest low pass score, regardless of their actual score. For example, if a student's retake score is an honors score, only the highest low pass score is used. Alternately, if a student's retake score is below the highest low pass score (but above a failing score), the student's actual exam score will be used.

A grade of I (incomplete) indicates that course requirements have not been completed. A grade of IP (in progress) indicates the course spans more than one semester. Grades of I or IP are not replaced on the official transcript until all course requirements are met. Failure to complete course requirements may result in grades of I or IP being replaced with a failing grade.

## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described under the DO program. Additional guidelines regarding academic appeals, including grade appeals, promotion, and/or dismissal appeals will be found within the ATSU Policies section, Academic Appeals policy.

## Student Performance Committee

### Responsibilities and Membership

ATSU-SOMA's Student Performance Committee (SPC) is a standing committee that evaluates the academic and professional performance and development of all ATSU-SOMA students and, when appropriate, forwards recommendations to the Dean as described below. The SPC ensures that all students meet the standards to advance through each year of the ATSU-SOMA curriculum and that each student has completed all graduation requirements. The voting members of the SPC include clinical and basic medical science faculty appointed by the Dean. The Chair of the SPC is appointed annually by the Dean.

### Referrals

An individual with a concern about a student's academic or professional performance will refer the issue to the appropriate Assistant or Associate Dean(s), who then may refer the matter to the SPC. Examples include, but are not limited to the following:

- Failure of a course, rotation, COMLEX exam, or other required activity
- Overall poor performance in the academic program
- Violation of professionalism standards
- Inability to meet ATSU-SOMA technical standards
- Failure to abide by ATSU-SOMA Catalog policies and procedures

### Attendance and Notification

The student may be required to attend the SPC meeting (either in person or by video-conference) when the student's academic status is presented for discussion. Each student is reviewed individually by the SPC, taking into account the student's overall performance. The student will be notified of the requirement to attend at least two business days (Monday-Friday, excluding holidays) before the meeting. The student's required dress code for meetings with the SPC is business attire.

### Sanctions

The following sanctions may be imposed by the SPC:

1. Consultation – Consultations may include but are not limited to the following:
  - Mandated meetings with the Learning Advisors in Student Affairs;
  - Mandated meetings with the student's academic advisor or RDME(s);
  - Mandated counseling sessions with the University's Mental Health Wellness Counselor or a mental health counselor of the student's choice (at the student's expense);
  - Educational psychology testing to evaluate the student's cognitive ability to progress in medical school;

- Evaluation by a physician, clinical psychologist or psychiatrist to determine the student's ability to meet the technical standards of the program;
  - Evaluation and/or treatment by a healthcare provider for addictive behaviors.
2. Academic Warning
- Academic Warning is issued to a student who fails to meet ATSU-SOMA's academic or professionalism standards. This may include a course failure, rotation failure, or first failure of COMLEX Level 1, COMLEX Level 2 CE, or COMLEX Level 2 PE.
  - The purpose of the Academic Warning is to alert the student, faculty, and administration that the student has experienced difficulty, and that special consideration may be given for consultation, referral, counseling, academic assistance, or other activities to help the student resolve academic or professionalism deficiencies.
  - Students holding an officer position may be required to resign but may still participate in club activities.
  - Once the deficiencies have been remediated by the student, the warning shall be removed by written notification from the chair of the SPC.
  - The successful remediation of an academic course will be identified by a notation (70R) on the student's transcript.
3. Academic Probation
- Academic Probation may be imposed on any student who has violated ATSU-SOMA's professionalism standards or who has multiple course, rotation, COMLEX Level 1, COMLEX Level 2 CE, or COMLEX Level 2 PE failures.
  - The purpose of probation is to alert the student, faculty, and administration to the fact that the student has experienced academic difficulty.
  - This is a status change that will be documented in the student's official record.
  - Students holding an officer position will be required to resign but may still participate in club activities.
  - Students on probation may not be excused from curricular activities for professional development, or attend conferences or events sponsored by the school, without explicit permission from the assistant or associate dean. These measures are employed to assist the student in concentrating on improvement in their academic progress.
  - Once the deficiencies have been remediated by the student, the probation shall be removed by written notification from chair of the SPC.
  - The successful remediation of an academic course will be identified by a notation (70R) on the student's transcript.

The Student Performance Committee can recommend the following sanctions to the Dean for review and consideration:

1. Suspension – Suspension is defined by ATSU as a temporary and immediate separation from the institution. The SPC and Dean will determine if the student will be eligible for reinstatement, the terms of the reinstatement, or if the student is to be dismissed from ATSU-SOMA. Students may be dismissed for various causes including but not limited to:
  - Posing an immediate threat to the university community and/or to themselves
  - Engaging in illegal activities
  - Failure to comply with sanctions imposed by the school or the university
2. Dismissal – Dismissal is a permanent separation from the institution. Students may be dismissed for various causes including but not limited to:
  - Poor academic performance including multiple failures

- Professionalism violations

Following a Student Performance Committee meeting, the student will be notified of the outcome by the SPC Chair in writing within seven calendar days. Decisions by the SPC may be appealed to the Dean in writing, within seven calendar days of notification by the SPC Chair. See the appeal process below.

In the event of a SPC recommendation for dismissal, suspension, or extension of the academic program affecting the student's graduation, the final decision and notification to the student will come directly from the Dean of ATSU-SOMA.

## Right of Appeal

A notification to the student by the SPC regarding the decision concerning the student's status may be appealed, in writing, to the Dean of ATSU-SOMA. A student's appeal must be received no later than seven calendar days following receipt of the SPC letter. The appeal must include a statement of the reason(s) the action is unwarranted. The written appeal must be dated and signed by the student. Upon receiving the written appeal, the Dean may choose to meet with the student. The Dean will notify the student in writing of their decision concerning the appeal no later than seven calendar days following receipt of the student's appeal.

The highest level of appeal within the school is the Dean or Dean's designee. Students who wish to appeal a Dean's decision regarding promotion or dismissal should review the Academic Appeals Policy: Promotion and/or Dismissal Decisions.

## Remediation Policy

Remediation examinations for course failures in OMS I and OMS II will take place during the earliest scheduled time after a course failure occurs. There are four scheduled times during the academic year to complete a remediation program as designed by the course director: at the end of Fall Break (OMS I) or the end of Thanksgiving Break (OMS II), at the end of Winter Break, at the end of Spring Break, and at the conclusion of the academic year. Scheduling of the remediation program may be modified by the Associate Dean of Curricular Integration, at student request, to best fit the academic needs and requirements of the student.

Remediations must be successfully completed before a student can be advanced to the next stage of the curriculum. It may be necessary to delay the start of OMS III clinical rotations and/or sitting for COMLEX Level 1 in order to successfully complete the remediation process.

All OMS I and II remediation examinations must be proctored by an ATSU-SOMA employee or designee as approved by the Associate Dean of Curricular Integration. Failed clinical rotations (OMS III and IV) must be repeated and successfully completed. The course and preceptor must be approved by the Associate Dean for Clinical Education and Services. A student who fails a course remediation examination will be referred to the Student Performance Committee and is subject to dismissal.

## COMLEX Policies

Passing Level 1 and Level 2 of the Comprehensive Osteopathic Medical Licensing Examination (COMLEX) from the National Board of Osteopathic Medical Examiners (NBOME) is a graduation requirement. These examinations are:

- COMLEX Level 1 (COMLEX 1)
- COMLEX Level 2CE (COMLEX 2CE)
- COMLEX Level 2PE (COMLEX 2PE)

Students are required to take COMLEX during specific time-frames listed in the sections below. Students must be actively participating in curricular activities (e.g. not on a leave of absence) to sit for COMLEX. If a student is eligible to take COMLEX, and does not take it according to the scheduling requirements listed in this section (unless prior permission to deviate from the required schedule is granted by the Assistant or Associate Dean), it is a professionalism violation and the student will be removed from clinical rotations until a passing score on COMLEX is received. The student will be referred to the Student Performance Committee at the discretion of the Assistant or Associate Dean.

## COMLEX Level 1

Students must take COMLEX 1 prior to the start of the OMS III rotations cycle for the class as published in the ATSU-SOMA Schedule. Exceptions must be approved in advance by ATSU-SOMA's Assistant or Associate Dean of Curricular Integration. The examination may be taken at any NBOME-approved testing center.

A student is eligible to take COMLEX 1 if they have:

- Passed all OMS I and OMS II courses
- Achieved a minimum passing score as described in the Integrative II syllabus on a secured version of the Phase 1 timed Comprehensive Osteopathic Medical Self-Assessment Exam (COMSAE) provided by ATSU-SOMA. A minimum passing score on an unsecured COMSAE version (i.e., a version available for purchase by the student) does not meet the COMSAE requirement. See Integrative I and Integrative II course syllabi for details.\*
  - If a student has not achieved at least the minimum COMSAE passing score as described in the Integrative II syllabus within five business day of their examination date, they must meet with the Assistant or Associate Dean of Curricular Integration or their designee to assist the student in creating an individualized preparation plan with benchmarks the student will be required to reach before being authorized to take COMLEX Level 1. It may be necessary to postpone the start of clinical rotations.
- Under certain circumstances, such as in cases of overall poor academic performance, the Assistant or Associate Dean of Curricular Integration may require the student to delay taking the COMLEX until readiness to take the exam is determined.

\*The Phase 1 COMSAE exams are administered to OMS II students during the Integrative II course.

### COMLEX Level 1 First Failure

Failure of COMLEX Level 1 may significantly impact a student's clinical rotation schedule and progression through the curriculum.

A student who fails the first attempt of COMLEX Level 1 is required to immediately inform the Assistant or Associate Dean of Curricular Integration, the Associate Dean of Clinical Education and Services, their RDME(s), and their clinical education coordinator (CEC). Based on the student's numeric COMLEX score and past academic record, they will be required to appear before the Student Performance Committee. The student will be placed on academic warning and is subject to other disciplinary actions.

The Assistant or Associate Dean of Curricular Integration and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, Directed Studies, a formal board preparation course, and documentation of an additional secured and proctored COMSAE score greater than the minimum passing score.

The student must re-take COMLEX Level 1 within eight weeks of notification of failure unless otherwise prescribed by the Assistant or Associate Dean of Curricular Integration.

### *COMLEX Level 1 Second Failure*

A student who fails the second attempt of COMLEX Level 1 is required to immediately inform the Assistant or Associate Dean of Curricular Integration, the Associate Dean of Clinical Education and Services, their RDME(s), and their CEC.

The student will be removed from clinical rotations at the conclusion of their current rotation, and placed on Directed Studies until a passing score is received. The student may be placed on academic probation and/or subject to other disciplinary actions.

The student is required to meet with the Student Performance Committee. The student may be placed on academic probation and/or subject to other disciplinary actions. At the meeting, the student is to present evidence (such as a formal study plan) to support why they should be allowed a third attempt of COMLEX Level 1. If permission for a third (final) attempt is granted, the student will remain on Directed Studies pending a passing score.

The Assistant or Associate Dean of Curricular Integration and/or faculty designee will work with the student to create an individualized remediation plan (as listed above). A formal board preparation course may be required.

The student is required to make the third (final) attempt of the COMLEX Level 1 within 16 weeks of notification of the failure unless otherwise prescribed by the Assistant or Associate Dean of Curricular Integration.

### *COMLEX Level 1 Third Failure*

A student who fails COMLEX Level 1 three times will meet with the Student Performance Committee and is subject to dismissal from ATSU-SOMA.

## **COMLEX Level 2CE**

Students who are on-track with their OMS IV class are required to take COMLEX Level 2CE by September 1 of the OMS IV year. Exceptions to this deadline must be authorized in advance by the Associate Dean of Clinical Education and Services. The examination may be taken at any NBOME-approved testing center.

A student is eligible to take COMLEX Level 2CE if they have:

- Successfully completed all OMS III Core curricular requirements including the Osteopathic Principles and Practice (OPP) course. The requirements for each course are listed in the course syllabus and may include, but are not limited to completion of all patient logs, cases, quizzes, and passage of all post-rotation OMS III NBOME COMAT examinations, including the OPP NBOME COMAT examination.
- Submitted evidence at least five business days prior to taking the COMLEX Level 2CE of a minimum score (as communicated to the students at the end of their OMS III year) on a secured version of the Phase 2 timed Comprehensive Osteopathic Medical Self-Assessment Exam (COMSAE) provided by ATSU-SOMA. A minimum passing score on an unsecured COMSAE version (i.e., a version available for purchase by the student) does not meet the COMSAE requirement.
  - If a student has not achieved at least the minimum Phase 2 timed COMSAE score within five business days of their examination date, the student must meet with the Associate Dean of Clinical Education and Services or their designee to assist the student in creating an individualized preparation plan with benchmarks the student will be required to reach before being authorized to take COMLEX 2CE. During this time, the student may be taken off clinical rotations and placed on Directed Studies to prepare for the examination.



If a student is off-track with their OMS IV class for any reason, the student is required to take the COMLEX 2CE within 60 days following successful completion of all OMS III curricular requirements (see above section for OMS III curricular and COMSAE requirements). Exceptions to this deadline must be authorized in advance by the Associate Dean of Clinical Education and Services.

Students are given a 24-hour excused absence from rotations to take COMLEX Level 2CE if a request is submitted to the Clinical Education Department at least 10 business days in advance of the examination.

### *COMLEX Level 2CE First Failure*

Failure of COMLEX Level 2CE may significantly impact a student's clinical rotation schedule, progression through the curriculum, ability to match into residency, graduation, and eligibility to start residency. A student who fails the first attempt of COMLEX Level 2CE is required to immediately inform the Associate Dean of Clinical Education and Services and their RDME(s) and CEC.

The Associate Dean of Clinical Education and Services and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, Directed Studies, a formal board preparation course, and an additional minimum passing score on a timed secure COMSAE exam. The Student Performance Committee will be notified of the failure, and the student will be placed on academic warning and is subject to other disciplinary actions. Based on the student's numeric COMLEX Level 2CE score and past academic record, they will be required to appear before the Student Performance Committee.

The student must re-take COMLEX Level 2CE within eight weeks of notification of failure unless otherwise prescribed by the Associate Dean of Clinical Education and Services.

### *COMLEX Level 2CE Second Failure*

A student who fails the second attempt of COMLEX Level 2CE is required to immediately inform the Associate Dean of Clinical Education and Services and their RDME(s) and CEC. The student will be removed from clinical rotations at the conclusion of their current rotation, and placed on Directed Studies until a passing score is received.

The student is required to meet with the Student Performance Committee. The student may be placed on academic probation and/or subject to other disciplinary actions. At the meeting, the student is to present evidence (such as a formal study plan) to support why they should be allowed a third attempt of COMLEX Level 2CE. If permission for a third (final) attempt is granted, the student will remain on Directed Studies pending a passing score.

The Associate Dean of Clinical Education and Services and/or faculty designee will work with the student to create an individualized remediation plan (as listed above). A formal board preparation course may be required.

The student is required to make the third (final) attempt of the COMLEX Level 2CE within 16 weeks of notification of the failure unless otherwise prescribed by the Associate Dean of Clinical Education and Services.

### *COMLEX Level 2CE Third Failure*

A student who fails COMLEX Level 2CE three times will meet with the Student Performance Committee and is subject to dismissal from ATSU-SOMA.

## **COMLEX Level 2PE**

Students who are on-track with their OMS IV class are required to take COMLEX Level 2PE between February 1st of the OMS III year and August 1st of the OMS IV year. Exceptions to this timeframe must be authorized in advance by

the Associate Dean of Clinical Education and Services. Prior to signing up for a test date, each student is required to discuss their planned COMLEX Level 2PE date with their RDME(s) to determine their individual optimal time between February 1st of the OMS III year and August 1st of the OMS IV year to take the examination.

The examination must be taken at an NBOME-approved PE testing center.

If a student is off-track with their OMS IV class for any reason, they are required to take the COMLEX Level 2PE within 120 days following successful completion of all OMS III curricular requirements. Exceptions to this deadline must be authorized in advance by the Associate Dean of Clinical Education and Services.

Students are given a 72-hour excused absence from rotations to take COMLEX Level 2PE if a request is submitted to the Clinical Education Department at least 10 business days in advance of the examination. Students who do not need to travel out-of-state for the exam will be given a 24-hour excused absence, rather than a 72-hour excused absence.

Students must complete an in-person COMLEX Level 2PE workshop provided by ATSU-SOMA prior to taking the COMLEX Level 2PE exam.

### *COMLEX Level 2PE First Failure*

Failure of COMLEX Level 2PE may significantly impact a student's clinical rotation schedule, progression through the curriculum, ability to match into residency, graduation, and eligibility to start residency.

A student who fails the first attempt of COMLEX Level 2PE is required to immediately inform the Associate Dean of Clinical Education and Services and their RDME(s) and CEC.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, assigned clinical rotations, and/or Directed Studies. The student will be required to participate in a formal, individualized remediation plan including practice sessions under the direction of the Standardized Patient Program.

The Student Performance Committee will be notified of the failure. The student will be placed on academic warning and is subject to other disciplinary actions. Based on the student's past academic record, they will be required to appear before the Student Performance Committee.

The student must re-take COMLEX Level 2PE within eight weeks of notification of failure unless otherwise prescribed by the Associate Dean of Clinical Education and Services.

### *COMLEX Level 2PE Second Failure*

A student who fails the second attempt of COMLEX Level 2PE is required to immediately inform the Associate Dean of Clinical Education and Services and their RDME(s) and CEC.

The student will be removed from clinical rotations at the conclusion of their current rotation, and placed on Directed Studies until a passing score is received.

The student is required to meet with the Student Performance Committee. The student may be placed on academic probation and/or subject to other disciplinary actions. At the meeting, the student is to present evidence (such as a formal study plan) to support why they should be allowed a third attempt of COMLEX Level 2PE.

The Associate Dean of Clinical Education and Services and/or faculty designee will work with the student to create an individualized remediation plan (as listed above). A formal board preparation course may be required.

The student is required to make the third (final) attempt of the COMLEX Level 2PE within 16 weeks of notification of the failure unless otherwise prescribed by the Associate Dean of Clinical Education and Services.

### COMLEX Level 2PE Third Attempt Failure

A student who fails COMLEX Level 2PE three times will meet with the Student Performance Committee and is subject to dismissal from ATSU-SOMA.

### COMLEX Level 3

Following graduation, the ATSU Enrollment Services approves each graduate to take COMLEX Level 3 through the NBOME website. Generally, graduates take this examination at the completion of the first year of post-graduate training. However, requirements for taking this examination vary from state to state. Graduates should contact the osteopathic medical licensing board in the state where they will have post-graduate training for further information.

### Class Rank

GPA is calculated using the final actual percentage score a student achieved in a course, weighted in proportion to the units of the course. Class ranks are calculated at the end of the student's second year and are determined by ordering the GPAs of the members of the class from highest to lowest. While scores in years three and four are not used to determine GPA or class rank, they are used as part of the calculations for determining clinical and professionalism scores reported on the Medical Student Performance Evaluation (MSPE). Estimated class ranks or GPAs may be requested through the ATSU-SOMA's Dean's Office at any time.

### Graduation Requirements

In order to graduate from ATSU-SOMA, a student must:

- Have been a student in an accredited osteopathic medical school or equivalent for at least four academic years.
- Have been enrolled in ATSU-SOMA for at least their final two academic years.
- Successfully complete all academic, administrative, and professional requirements for promotion.
- Take and pass the National Board of Osteopathic Medical Examiners, Inc. (NBOME) Comprehensive Osteopathic Medical Licensing Examination (COMLEX) Level 1, the COMLEX Level 2 Cognitive Evaluation (CE), and the COMLEX Level 2 Performance Exam (PE).
- Have been approved by the faculty to receive their diploma.
- Have discharged all financial obligations to ATSU.
- Attend the commencement program at which time the degree is conferred.

### Completion of Degree

A student is expected to complete all DO degree requirements within ATSU-SOMA's usual four-year plan of study. However, a student may have their plan of study altered beyond the usual four-year timeframe due to academic or personal issues. Regardless of the circumstances, all DO degree requirements must be completed within six years of the original date of matriculation. Failure to complete all DO degree requirements within the specified time period will result in an administrative withdrawal from ATSU-SOMA.

### Curriculum

Students are promoted to each level of the curriculum (e.g., OMS I to OMS II) by meeting the requirements for progression (unless an exception is made by the dean). Listed below are brief overviews of the structure of the didactic and clinical training along with the requirements that must be met to formally progress through the curriculum.

## **Interprofessional Education and Interprofessional Practice**

Interprofessional education (IPE) and Interprofessional Practice (IPP) are integrated throughout the ATSU-SOMA curriculum as a series of classroom workshops and clinical activities designed to foster a team approach to patient care, with an emphasis on the quadruple aim.

### **Year One (OMS I)**

The OMS I curriculum is conducted primarily on the Mesa, Arizona campus. Learning activities are usually scheduled between 8 a.m. and 5 p.m., Monday – Friday. Occasionally, there may be required off-site activities or required activities that begin at 7:00 a.m., end after 5:00 p.m., or occur on a weekend. The online OMS I master academic calendar contains information concerning holidays and examinations. Each course syllabus contains course requirements and due dates for course assignments.

Requirements for progression to OMS II

- Pass all OMS I coursework and maintain good academic standing.
- Attend one of two Team of Physicians for Students (TOPS) events during the OMS I year.
- Comply with all professionalism standards of behavior and ATSU-SOMA technical standards.
- Maintain health insurance, disability insurance, BLS certification and current immunization standards.

### **Year Two (OMS II)**

The OMS II curriculum is conducted primarily at a student's assigned CHC. OMS II coursework consists of synchronous and asynchronous learning activities that include a combination of didactic, clinical, and patient care experiences which reinforce and enhance the knowledge, skills, and attitudes acquired during the OMS I year. Learning activities are usually scheduled between 8 a.m. and 5 p.m., Monday – Friday. Occasionally, there may be required off-site activities or required activities that begin at 7:00 a.m., end after 5:00 p.m., or occur on a weekend. The online OMS II master academic calendar contains information concerning holidays, synchronous activities across all CHCs, and examinations. Each course syllabus contains course requirements and due dates for course assignments. Additionally, each CHC provides a weekly schedule of clinical experiences, medical skills, small group, OPP, and other assigned activities.

#### *Clinical Assignments and Responsibilities*

On occasion, students will be given the opportunity to perform clinical procedures. Students are authorized to perform procedures for which they have been trained, with the proviso that they are properly supervised. In all cases, the safety and comfort of the patient must come first. Should you have questions about your participation in any clinical procedure or activity, contact the local RDME(s) or Clinical Education Department prior to proceeding.

The student will realize the importance of punctuality and fulfilling responsibility in completing clinical assignments given by the supervisor. It is recommended that students assure they are familiar with the location, personnel, practices and expectations of the sites they are assigned to. Punctuality and professional conduct are expected at all times. Should you have concerns that you are working too few or too many hours, contact your RDME(s) as soon as possible.

#### *Requirements for progression to OMS III*

Students are classified as OMS III upon completion of the following the requirements:

- Pass all OMS II coursework and maintain good academic standing
- Comply with all professionalism standards of behavior and ATSU-SOMA technical standards
- Maintain health insurance, disability insurance, BLS certification and current immunization standards
- Obtain ACLS certification

Students are not permitted to begin OMS III required coursework until COMLEX Level 1 has been taken.

### Year Three (OMS III)

Rotations are scheduled in four-week blocks, with the exception of the Elective II, which is a two-week experience. All rotations are required. In the OMS III year, eight are Core rotations. The remaining are a Primary Care Selective, Maternal and Child Health Selective (the selective may be distributed to either Obstetrics and Gynecology or Pediatrics or Maternal and Child Health as per the Clinical Education Manual), a four-week Elective and a two-week Elective. The student works directly with the RDME(s), the CHC administrative assistant, and the Mesa-based regional clinical education coordinator in all matters related to the clerkship years. This is the student's opportunity to explore their interest in clinical medicine and hone their skills in preparation for the OMS IV year. In addition to the study materials and expectations of the individual clerkship attending or preceptor, each Core rotation has an ATSU-SOMA clerkship director who develops and oversees the clerkship didactic materials and academic objectives. The ATSU-SOMA Clerkship Director posts and maintains all ATSU-SOMA clerkship materials on the learning management system. The Clinical Education Department oversees the OMS III clerkship year. Students are expected to participate in rotation activities on a weekly basis, even if the student's preceptor is not on service.

#### *International Rotations*

International rotations are Elective rotations defined as rotations occurring in any location outside the continental United States, Alaska, and Hawaii. US territories will be considered international rotations and will require special approval by the university and completion of an application for international rotation. International rotations may not be used as Core or Selective rotations. International rotations are typically only approved for OMS IV year students. However, an international rotation may be approved for an OMS III student if all Core and Selective rotations have been successfully completed. International rotations must be a minimum of four weeks and a maximum of eight weeks total. To schedule an international rotation, students must follow the procedures outlined in the Clinical Education Manual and ATSU-SOMA International Rotation Packet.

Requirements for progression to OMS IV

- Pass all OMS III coursework and maintain good academic standing.
- Comply with all professionalism standards of behavior and ATSU-SOMA technical standards.
- Maintain health insurance, disability insurance, BLS and ACLS certification, and current immunization standards.

### Year Four (OMS IV)

Rotations are scheduled in four-week blocks, except for Neurology, which is a two-week rotation. This is the academic year where the student has four Core rotations, four Selectives and three Electives. This is the year to experience an International rotation, schedule audition rotations and/or spend more time in one area of practice. A maximum combination of four Electives/Selectives in one medical specialty may be taken in OMS IV. In addition to the study materials and expectations of the individual clerkship attending or preceptor, each Core rotation has a ATSU-SOMA Clerkship Director who develops and oversees the clerkship didactic materials and academic objectives. The ATSU-SOMA Clerkship Director posts and maintains all ATSU-SOMA clerkship materials on the learning management

system. Students work directly with their RDME(s) and the regional Clinical Education Coordinator in scheduling and maintaining their academic schedule. The Clinical Education Department oversees the OMS IV clerkship year. Students are expected to participate in rotation activities on a weekly basis, even if the student's preceptor is not on service.

## Course Descriptions and Credit Values

A typical course schedule consists of the following. Additional course options may be available and listed below under Other Courses.

### First year: Fall Semester

**HEAL 5001 - Health and Healing - 14 credit hours:** The Health and Healing course is based on the osteopathic principle that "the body has the ability to heal itself". It incorporates basic medical sciences to support foundational knowledge of homeostatic mechanisms. The course includes critical concepts in anatomy, physiology, biochemistry, genetics, histology, immunology, microbiology, molecular biology, pathology, and pharmacology. To help students develop skills essential for compassionate medical care, the biomedical sciences are complemented by medical humanities, assessing human development, psychology of being a physician, bioethics, and health care delivery. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

**MEDS 5080 - Medical Skills I - 5 credit hours:** Medical Skills 5080 is held weekly throughout the fall semester of the first year. The Medical Skills courses will teach the arts of the physical examination, history-taking, chart documentation, and oral presentation of a patient. The Medical Skills courses are enriched by the mentoring of bedside manner skills and medical student personal growth through Communications sessions and standardized patient encounters. Throughout the year, students will participate in large group discussions of topics such as professionalism, evidence-based medicine, the social determinants of health, and health promotion. Students will also engage in small group practice of history-taking and physical examination skills with clinician facilitators, practice of basic medical procedures, simulation activities with patient simulator models, and multiple one-on-one encounters with standardized patients throughout the year. Student skills will be assessed intermittently through the use of graded note-writing, written examinations, and OSCEs (objective structured clinical examinations.)

**NMSK 5002 - Neuromusculoskeletal and Senses - 15 credit hours:** The Neuromusculoskeletal & Senses course integrates the basic and clinical sciences associated with the musculoskeletal system, nervous system, and special senses. A major emphasis is placed on anatomy and physiology as they relate to the structure and function of the neuromusculoskeletal system. The course also covers the relationships of embryology, biochemistry, microbiology, immunology, genetics, pathology, and pharmacology as they relate to neuromusculoskeletal system health and disease. Clinical topics are used to explain the fundamental relationships between muscles, bones, joints, neurons, and special sensory organs. Guided learning through reading assignments, small group exercises, and large group activities allow students to examine relevant basic science concepts of neural and musculoskeletal function from a clinical viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

**OSPP 5090 - Osteopathic Principles and Practice I - 5 credit hours:** The year one courses in Osteopathic Principles and Practice (OPP) introduce the history, philosophy, and principles of Osteopathic Medicine. The course provides training in the fundamentals of physical diagnosis and treatment of the neuromusculoskeletal system. Emphasis is placed on the development of palpatory skills to diagnose and treat dysfunction of the body framework system:

skeletal, arthrodial, and myofascial structures, and their related vascular, lymphatic, and neural elements. A range of standard approaches to osteopathic manipulative treatment (OMT), are introduced to address the needs of many patients complaints with a "whole person" approach of body, mind, and spirit. These include direct and indirect techniques including soft tissue, myofascial release, strain-counterstrain, muscle energy, high velocity-low amplitude, and osteopathy in the cranial field. Interactive lab sessions reinforce basic science knowledge of anatomy and physiology through the use of non-invasive physiologic measurements that are taken real-time pre and post OMT. Clinical applications are discussed during the course. Students are closely supervised and guided in the lab for an optimum learning experience.

### First year: Spring Semester

**MEDS 5081 - Medical Skills II - 5 credit hours:** Medical Skills MEDS5081 is held weekly throughout the spring semester of the first year. MEDS5081 is a continuation of MEDS5080.

**OSPP 5091 - Osteopathic Principles and Practice II - 5 credit hours:** This course is a continuation of OSPP5090.

**RENE 5008 - Renal and Gastrointestinal - 12.5 credit hours:** The Renal and Gastrointestinal course integrates the basic and clinical sciences associated with common renal and gastrointestinal conditions. A major emphasis is placed on renal anatomy and physiology as they relate to the structure and function of the renal system in the first segment of the course. A major emphasis is placed on gastrointestinal anatomy and physiology as they relate to the structure and function of the gastrointestinal system in the second segment of the course. The course also covers the relationships of embryology, biochemistry, microbiology, immunology, genetics, pathology, and pharmacology as they relate to the renal and gastrointestinal systems health and disease. An understanding of these basic sciences will be used to learn a clinical approach to common renal and gastrointestinal conditions. Guided learning through reading assignments, small group exercises, and large group activities allow students to examine relevant basic science concepts of the renal and gastrointestinal systems from a clinical viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

**CARD 5007 – Cardiopulmonary - 11.5 credit hours:** The Cardiopulmonary course integrates the basic and clinical sciences associated with common cardiovascular and pulmonary conditions. A major emphasis is placed on cardiac anatomy and physiology as they relate to the structure and function of the cardiovascular system in the first segment of the course. A major emphasis is placed on respiratory anatomy and physiology as they relate to the structure and function of the pulmonary system in the second segment of the course. The course also covers the relationships of embryology, biochemistry, microbiology, immunology, genetics, pathology, and pharmacology as they relate to the cardiovascular and pulmonary systems health and disease. An understanding of these basic sciences will be used to learn a clinical approach to common cardiovascular and pulmonary conditions. Guided learning through reading assignments, small group exercises, and large group activities allow students to examine relevant basic science concepts of the cardiovascular and pulmonary systems from a clinical viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

### Second year: Fall Semester

**ENRE 6002 - Endocrinology and Human Reproduction - 8 credit hours:** The Endocrinology & Human Reproduction course integrates the basic and clinical sciences associated with the endocrine and reproductive systems. A major emphasis is placed on using clinical presentations to discover the relationships among anatomy, embryology, physiology, microbiology, immunology, biochemistry, genetics, pharmacology and pathology. An understanding of

these basic sciences will be used to learn a clinical approach to common conditions involving the endocrine and reproductive systems. Reading assignments, webcast presentations and small group exercises allow students to examine basic science concepts of endocrinology and reproduction from a clinical viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

**EPID 6200 – Epidemiology - 3.5 credit hours:** This course examines the study of disease in populations from a public health perspective, a foundation for the integration of primary care and public health. Topics covered include data sources and management, surveillance/outbreak investigation, study design, sampling, data analysis and causation. The tools acquired allow students to apply research findings to individual patient care, population health and public policy. Additional tools include the fundamentals necessary for evidence-based practice. Specific learning objectives are provided for each topic presented. Students apply knowledge by developing "community projects" and submitting applications to the Institutional Review Board (IRB). Students work in teams on either "research" or "best practice/innovation" projects. Each team starts with a needs assessment in their community. Students work together to develop project ideas, research questions, hypotheses and potential plans. All projects must be related to the social determinants of health and the tenants of Osteopathic Medicine.

**HEME 6001 - Hematology and Oncology - 5 credit hours:** The Hematology & Oncology course integrates the basic and clinical sciences associated with the hematologic system and includes select oncology topics. A major emphasis is placed on using clinical presentations to discover the relationships among anatomy, embryology, physiology, microbiology, immunology, biochemistry, genetics, pharmacology and pathology. An understanding of these basic sciences will be used to learn a clinical approach to common conditions involving the blood and lymphatic systems. Reading assignments, webcast presentations and small group exercises allow students to examine basic science concepts of hematology and oncology from a clinical viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development.

**INTE 6004 - Integrative I - 3 credit hours:** Integrative I is a structured course in which basic sciences, clinical sciences, and OPP are integrated together in order to prepare students for national board exams. The material is dovetailed to coincide with and enhance the other courses in the second year. Learning activities include case studies, videos, podcasts and board-style practice questions and exams. This course sequentially increases the number of questions over time for exposure and endurance. The COMSAE exam, which will be administered during the course, assesses board eligibility for each student. This is Pass/ Fail course, and credits will not be included in the GPA calculation.

**MEDS 6090 - Medical Skills III - 16 credit hours:** The OMS II "Medical Skills" courses are designed to enhance and maintain the cognitive and psychomotor skills necessary to obtain a medical history and perform a physical examination, support the personal and professional development of the student, help the student understand the mission of the community health center, and model primary care continuity-based clinical service. Supervised clinical activities, large and small group interactive presentations, and individual reflection lead to documented competencies in clinical assessment, community-based preventive medicine and health care provision.

**OSPP 6100 - Osteopathic Principles and Practice III - 4.5 credit hours:** The year two courses in Osteopathic Principles & Practice (OPP) build upon the concepts taught in the year 1, and include additional clinical application. Coursework is organized by system and clinical presentations emphasize the clinical application of osteopathic manipulative medicine in the primary care setting. The courses are delivered through both online curriculum materials and live instruction by OPP faculty at each community campus. Osteopathic screening, palpatory diagnosis, and treatment in all body regions are presented and reinforced. Emphasis is placed on the expansion of palpatory skills to



diagnose and treat dysfunction of the body framework system: skeletal, arthrodial, and myofascial structures, and their related vascular, lymphatic, and neural elements. Additional OMT treatment types are introduced, including The Still Technique and Facilitated Positional Release. Clinical cases with OPP applications are discussed, and practice in performance and documentation of OMT are included. The Spring semester course concludes with a final review block, covering topics from years 1 and 2.

## Second year: Spring Semester

**BIOS 6210 - Biostatistics & Preventative Medicine - 3.5 credit hours:** Biostatistics & Preventive Medicine introduces the basic principles of biostatistics and preventive medicine. Biostatistics is the study and development of mathematical, statistical and computational methods applied to biological and medical data. The study of biostatistics serves to further the educational link between primary care and public health. Topics covered include methods to describe variation in data, statistical inference and hypothesis testing, confidence intervals, bivariate analysis, multiple variable analysis and probability theory. Preventive medicine topics include primary, secondary and tertiary prevention. Additional topics include public health systems, policy and finance. Students apply their knowledge by completing their "community project." Students are expected to summarize their work in an abstract and to present their work in poster form. Student teams also complete a video recording of their poster presentation.

**INTE 6005 - Integrative II with Comprehensive Osteopathic Medicine - 8 credit hours:** Integrative II is designed to provide the student with the opportunity to prepare independently for COMLEX Level 1 and USMLE Step 1 examinations. Within this course is the Comprehensive Osteopathic Medicine section, which is based on the principle that the body is an integrated unit of function and is influenced by the interaction of the body, mind, and spirit. With this whole person perspective, selected clinical presentations are covered in greater depth and complexity to more closely examine the interactions of organ systems. More advanced basic and clinical sciences will be utilized to discuss the pathophysiologic processes affecting structure and function associated with the clinical presentation. Reading assignments, webcast presentations and in-person small group case exercises allow students to examine the integration of pathophysiology and clinical presentations from a whole person viewpoint. Material presented in Medical Skills and Osteopathic Principles and Practice augment this learning with physical diagnosis and osteopathic manipulative treatment skill development. The COMSAE, which assesses board eligibility for each student, will be administered during the course. The earned grade in this course will either be PASS or FAIL, and credits will not be included in the GPA.

**MEDS 6091 - Medical Skills IV - 16 credit hours:** This course is a continuation of MEDS6090.

**MIND 6003 - Human Mind and Behavior - 7 credit hours:** The Human Mind and Behavior course is designed to provide the student with a comprehensive understanding of all aspects of human development, human behavior and selected neuroscience topics including dementia, seizure disorders and movement disorders through the integration of basic and clinical sciences. Emphasis will be placed on the evaluation of both the healthy patient and patients with disorders in these areas. The knowledge will serve as the foundation and tool in an inductive reasoning process for examining relevant clinical scenarios and for continuing to build on growing concepts in the fields of human development, human behavior and selected neuroscience topics. Selected topics in Dermatology will also be presented.

**OSPP 6101 - Osteopathic Principles and Practice IV - 4.5 credit hours:** This course is a continuation of OSPP6100.

## Year 3 Clerkships and Courses

**CORE 7000 - Family Medicine I - 4 credits:** The clinical clerkship in Family Medicine provides two required, four-week Core rotations. This clerkship is designed to provide the student with an understanding of Family Medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Family Medicine clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7001 - Family Medicine II - 4 credits:** The clinical clerkship in Family Medicine provides two required, four-week Core rotations. This clerkship is designed to provide the student with an understanding of Family Medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Family Medicine clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7006 - General Surgery - 4 credit hours:** The clinical clerkship in surgery is a required, four-week core rotation. This clerkship is designed to provide the student with a basic understanding of surgery through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year surgery clerkship.

**CORE 7002 - Internal Medicine I - 4 credit hours:** The clinical clerkship in Internal Medicine provides two required, four-week Core rotations. This clerkship is designed to provide the student with an understanding of Internal Medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Internal Medicine clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7003 - Internal Medicine II - 4 credit hours:** The clinical clerkship in Internal Medicine provides two required, four-week Core rotations. This clerkship is designed to provide the student with an understanding of Internal Medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Internal Medicine clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7005 - OB/Gyn - 4 credit hours:** The clinical clerkship in Obstetrics and Gynecology provides one required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of OB/Gyn through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review

learning modules on topics appropriate for a third year OB/Gyn clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7008 - Osteopathic Principles and Practice V - 3 credit hours:** The OMS III Fall Semester OPP course emphasizes the clinical application of distinctive osteopathic history taking, physical exam, palpatory diagnosis and manipulative treatments. The course utilizes multi-media instructional materials that are clinically relevant to the osteopathic family physician. It includes an evidence-based approach to medical-decision making by the use of journal article reviews. The learning activities provide flexibility for integration during the 3rd year clinical clerkship year.

**CORE 7009 - Osteopathic Principles and Practice VI - 3 credit hours:** This OMS III Spring Semester OPP course is a continuation of CORE 7008.

**CORE 7004 – Pediatrics - 4 credit hours:** The clinical clerkship in Pediatrics provides one required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of Pediatrics through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Pediatric clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 7007 – Psychiatry - 4 credit hours:** The clinical clerkship in Psychiatry provides one required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of Psychiatric illness and treatment through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Psychiatry clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CPSL 7010-7013 - Maternal and Child Health - 4 credit hours each:** The clinical clerkship in Maternal and Child Health (MCH) provides one required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of Maternal and Child health through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and required inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year Maternal and Child Health clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of the SOMA curriculum. This required rotation may be satisfied by any approved combination of Obstetrical, Gynecological, and Pediatric experiences. To satisfy the Ob/Gyn clerkship, Pediatrics clerkship, and MCH clerkship, any of the following may be used:

- Option 1: Ob/Gyn: 4 weeks, Pediatrics: 4 weeks, and MCH: 4 weeks (The MCH may be 4 weeks of OB focus, 4 weeks Pediatrics focus, or 2 weeks OB focus and 2 weeks Pediatrics focus)
- Option 2: Ob/Gyn: 6 weeks and Pediatrics: 6 weeks (taken together)
- Option 3: Ob/Gyn: 8 weeks and Pediatrics: 4 weeks
- Option 4: Ob/Gyn: 4 weeks and Pediatrics: 8 weeks

The post-rotation COMAT exam for Ob/Gyn or for Pediatrics is to be taken after the rotation in a given discipline is complete. For instance, if a student takes 4 weeks of Ob/Gyn, and 8 weeks of Pediatrics, the Ob/Gyn COMAT is to

be taken at the conclusion of the 4-week Ob/Gyn rotation, and the Pediatrics COMAT is to be taken at the conclusion of the Pediatrics rotation, even if the two Pediatrics rotations occur in different semesters.

**PCSL 7014-7159 - Patient Care Selectives - 4 credit hours each:** The Patient Care Selective clerkship is a required, four-week rotation. Students may select a primary care discipline to study from a list of approved courses. This clerkship is designed to provide the student with a basic understanding of primary care topics through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a third year clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**ELEC 7028-7155 - Electives I - 4 credit hours each:** The OMS III "Electives I and II" clerkships are a four week service and a two week service. Each rotation is designed to provide the student with the opportunity to select a discipline and receive hands-on training through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings.

**ELEC 7049-7132 - Electives II - 2 credit hours each:** The OMS III "Electives I and II" clerkships are a four week service and a two week service. Each rotation is designed to provide the student with the opportunity to select a discipline and receive hands-on training through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings.

## Year 4 Clerkships and Courses

**CORE 8000 – Cardiology - 4 credit hours:** The clinical clerkship in Cardiology is a required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of cardiology through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year cardiology clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 8001 - Critical Care - 4 credit hours:** The clinical clerkship in Critical Care is a required, four-week Core rotation. This clerkship is designed to provide the student with a basic understanding of ICU medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year Critical Care clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 8003 - Emergency Medicine - 4 credits:** The clinical clerkship in Emergency Medicine is a required, four-week Core rotation. This clerkship is designed to provide the student with an understanding of emergency medicine through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content will be delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year clerkship. These prescribed learning modules will be based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 8002 – Neurology - 2 credit hours:** The clinical clerkship in Neurology is a required, two-week Core rotation. This clerkship is designed to provide the student with an understanding of neurology through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year neurology clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**CORE 8004 - Osteopathic Principles and Practice VII - 1.8 credit hours:** The year 4 Fall Semester OPP course is designed to provide the student with clinical experience as well as guided scholarly activity. The course includes hands-on activities in osteopathic manipulative treatment, and scholarly activities involving osteopathic principles and practice. There are activity options for hands-on and scholarly requirements, ensuring flexible integration of osteopathic principles and practice during the 4th year clinical clerkship year.

**CORE 8005 - Osteopathic Principles and Practice VIII - 1.8 credit hours:** This year 4 Spring Semester OPP course is a continuation of CORE 8004.

**SELE 8006-8090 - Selective I: Medicine - 4 credit hours:** The Selective I: Medicine clerkship is a required, four-week rotation. This clerkship is designed to provide the student with a basic understanding of medical topics through the integration of didactic knowledge and clinical experiences. Students may select a rotation from among a list of medical disciplines. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**SELE 8006-8090 - Selective II: Medicine, Research, or Academic Study - 4 credit hours:**

- **Medicine Option:** The Selective II: Medicine clerkship is a four-week rotation. This clerkship is designed to provide the student with a continuing understanding of medical topics through the integration of didactic knowledge and clinical experiences. Students may select a rotation from among a list of medical disciplines. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.
- **Research Option:** The Selective II: Research clerkship is a four-week course. The purpose of the Research Selective is to provide meaningful research experiences for SOMA medical students, with the expectation that students will gain initial experience and interest in research that will carry over into the practice of medicine. The goals of the Research Selective are to provide students an opportunity to participate in an ongoing research project, to create a greater appreciation for clinical, basic science, or medical education research, and to introduce future physicians to good research practices.
- **Academic Study Option:** The Selective II: Academic Study clerkship is a four-week course. This clerkship is designed to provide the student with the opportunity to prepare for COMLEX Level 1, Level 2CE, or Level 2PE. The student will submit a board study plan and timeline for their curriculum of study for approval. An

end of rotation Academic Study Clinical Performance Evaluation will be submitted by the RDME. During the clerkship, students access the learning website to review Evidence-Based Practice learning modules.

**SELE 8051-8094 - Selective III: Pediatrics - 4 credit hours:** The Selective III: Pediatrics clerkship is a required, four-week rotation. This clerkship is designed to provide the student with a basic understanding of pediatric topics through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year clerkship. These prescribed learning modules are based upon the 125 clinical presentations encountered during the first two years of medical education.

**SELE 8058-8078 - Selective IV: Surgery - 4 credit hours:** The clinical clerkship in Surgery is a required, four-week Core rotation. This clerkship is designed to provide the student with a basic understanding of Surgery through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings. The curriculum content is delivered to students via the learning management system web site. During the clerkship, students will access the learning website to review learning modules on topics appropriate for a fourth year surgery clerkship.

**ELEC 8091-8200 - MS4 Elective I - 4 credit hours:** The OMS IV "Elective I, II, III" clerkships are required rotations, each 4 weeks in duration. These rotations are designed to provide the student with the opportunity to select a discipline and receive hands-on training through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings.

**ELEC 8091-8200 - MS4 Elective II - 4 credit hours:** The OMS IV "Elective I, II, III" clerkships are required rotations, each 4 weeks in duration. These rotations are designed to provide the student with the opportunity to select a discipline and receive hands-on training through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings.

**ELEC 8091-8200 - MS4 Elective III - 4 credit hours:** The OMS IV "Elective I, II, III" clerkships are required rotations, each 4 weeks in duration. These rotations are designed to provide the student with the opportunity to select a discipline and receive hands-on training through the integration of didactic knowledge and clinical experiences. Students will receive exposure to a diverse community of patients in both ambulatory and inpatient settings.

## Other Courses

### Clerkships

**SELE 8177 - Selective II: Public Health [for SOMA DO/MPH dual degree program only] - 4 credit hours:** The OMS III Patient Care Selective (PCSL 7134) and OMS IV Selective II (SELE 8177) are four-week rotations. The Public Health option requires that the student be enrolled in the DO/MPH dual degree program. DO/MPH students may take the Public Health clerkship in either the OMS III or the OMS IV year but it can only be taken once (i.e. PCSL 7134 or SELE 8177). This DO/MPH specific clerkship can satisfy one SOMA Selective and one CGHS Elective. All DO/MPH students are strongly encouraged to enroll in this course, but they are not required to do so. If students decide not to enroll in this DO/MPH specific clerkship then they will take one additional elective from the CGHS MPH program.

This DO/MPH specific clerkship is designed to provide the student with a basic understanding of primary care and public health topics through the integration of didactic knowledge, clinical and other experiences. The student will work with their DO/MPH program director, course director (Director of Community Oriented Primary Care), RDME and other advisors to create a unique experience.

Students are required to submit a proposal to the course director with the planned course of study. This proposal should include rotation details such as location, on site preceptor, objectives and competencies the student will achieve. This should also include a description detailing how the student will spend their time, how they will achieve the detailed competencies and how they will demonstrate the achievement of the competencies. The course syllabus details the list of competencies to choose from. The demonstration of achievement may be in the form of a presentation, paper or other creative product. This "product" will be graded by the course director.

Students must submit their proposal 90 days in advance of their proposed start date.

Once the proposal is approved by the program director, they will forward it to the ATSU-CGHS Dean or CGHS Public Health Chair for approval. This approval will allow the student to earn dual credit towards the SOMA Selective rotation and one CGHS Elective.

## Electives

**DIRS 5000 - Directed Studies - 1 credit hour per week:** The Directed Studies course is a supplemental didactic program of study and is offered to students who wish to pursue additional study in areas of interest that do not fall within the required core, selective, or elective courses. Students requiring additional didactic study in one or more areas may also be assigned this course by the Dean or Associate or Assistant Dean(s). One (1) credit hour per week is awarded for participation in the Directed Studies course. (Additional fee may apply)

**DIRS 6000 - Directed Studies - 1 credit hour per week:** The Directed Studies course is a supplemental didactic program of study and is offered to students who wish to pursue additional study in areas of interest that do not fall within the required core, selective, or elective courses. Students requiring additional didactic study in one or more areas may also be assigned this course by the Dean or Associate or Assistant Dean(s). One (1) credit hour per week is awarded for participation in the Directed Studies course. (Additional fee may apply)

**DIRS 7000 - Directed Studies - 1 credit hour per week:** The Directed Studies course is a supplemental didactic program of study and is offered to students who wish to pursue additional study in areas of interest that do not fall within the required core, selective, or elective courses. Students requiring additional didactic study in one or more areas may also be assigned this course by the Dean or Associate or Assistant Dean(s). One (1) credit hour per week is awarded for participation in the Directed Studies course. (Additional fee may apply)

**DIRS 8000 - Directed Studies - 1 credit hour per week:** The Directed Studies course is a supplemental didactic program of study and is offered to students who wish to pursue additional study in areas of interest that do not fall within the required core, selective, or elective courses. Students requiring additional didactic study in one or more areas may also be assigned this course by the Dean or Associate or Assistant Dean(s). One (1) credit hour per week is awarded for participation in the Directed Studies course. (Additional fee may apply)

**ELEC 8178 - Public Health Practicum: Elective I, II, and III [for SOMA DO/MPH dual degree program only] - 4 credit hours:** The OMS IV ATSU-SOMA Public Health Practicum (ELEC 8178) is a four-week rotation. This course is only open to ATSU-SOMA DO/MPH students. Enrollment in this DO/MPH specific course requires concurrent enrollment in PUBH 7850: Public Health Practicum SOMA Part II, which is offered by the CGHS. The DO/MPH specific course can satisfy one ATSU-SOMA Elective and part (3 credits) of the CGHS Practicum (6 credit) experience.

All DO/MPH students are strongly encouraged to enroll in this course, but they are not required to do so. If students decide not to enroll in this DO/MPH specific Elective course then they will be enrolled in the CGHS program for the full 6 credits for their MPH Practicum course (PUBH 7800: Public Health Practicum).

This DO/MPH specific course is designed to provide the student with an understanding of primary care and public health topics through the integration of didactic knowledge, clinical and other experiences. The student will work with their course director (Director of Community Oriented Primary Care), CGHS MPH practicum coordinator, RDME, on site preceptor, and other advisors to develop and execute an applied practice experience at their rotation site.

Students are required to: 1) set up an advising appointment with the course director to discuss the DO/MPH specific Elective course option, 2) contact the Clinical Education Department (CED) to enroll in the Elective, 3) once enrolled, identify and receive CGHS approval of a site and preceptor via the agreement forms provided by the MPH practicum coordinator/instructor of record, and 4) complete and submit an Applied Practice Experience (APE) Learning Agreement to the course director. The course director will work closely with all DO/MPH students to discuss the student's plans and ensure appropriate choice of site and preceptor.

Students should adhere to their advising appointment with the course director, receive course approval by the CED, and submit the aforementioned agreement forms 90 days in advance of their proposed start date.

Once the APE Learning Agreement is approved by the course director, she will forward it to the CGHS MPH practicum coordinator for final approval.

Once final approval is given by the CGHS MPH practicum coordinator, the course director will inform the student.

The APE is the first component of the practicum where students must outline the products to be created and the MPH Foundational and Program Competencies that they will demonstrate (the course syllabus includes the list of competencies from which students may choose).

At the end of this DO/MPH specific Elective course, students must turn in the following items into ATSU-SOMA to receive a grade: 1) patient logs (or indication of no patient logs) for SOMA and the CGHS-required Time Sheet recording any time spent working on the APE, 2) Clinical Rotation Evaluation (CRE), 3) Student Evaluation of the Rotation (SER), 4) Attestation, and 5) a one-page document summarizing what the student has learned from the experience, in addition to a timeline for when the student plans to complete the MPH required elements of the APE and ILE.

## End-of-Rotation Examinations

End-of-Rotation Examinations are required after each Core Rotation. ATSU-SOMA currently uses the NBOME COMAT examination for the OMS III year and Emergency Medicine in the OMS IV year, and Final Course exams (administered via the Learning Management System) for the remaining Core Rotations in the OMS IV year. These electronic examinations are to be scheduled for and taken on the last day of the rotation (usually a Friday). For the OMS III, these examinations are to be taken for Family Medicine, Internal Medicine, OB/Gyn, Pediatrics, Psychiatry, and Surgery. In addition, the OPP COMAT must be taken and passed in the second semester of the OMS III year. See the OPP syllabus for further requirements. For the OMS IV, these Core Rotations are Cardiology, Critical Care, Neurology, and Emergency Medicine. The student must have engaged in the rotation prior to being eligible to sit for the post-rotation exam at the completion of that rotation, and not before. If a student anticipates they will not be able to take the examination on the last day of the rotation, they may petition the Director, Clinical Education Department for an extension. Should a student fail a post-rotation examination, retakes must be completed within 30 days of the original failure, and approved by the Assistant Dean of Clinical Education, Assessments and Outcomes prior to that retake.



## Pre-Doctoral Osteopathic Teaching Fellowship

The Pre-doctoral Osteopathic Teaching Fellowship is a unique opportunity which expands the medical training period from four to five years by including one twelve (12)-month Fellowship time period. The Fellowship is composed of 2 courses that are each 24 credits. The Fellowship credit hours are not transferable to any other course or program within SOMA. The goals of the course include providing opportunities for focused special training in teaching, research, and clinical activities in the discipline areas of Anatomy, Medical Skills, and Osteopathic Principles and Practices.

Students must meet the following criteria to apply for the Osteopathic Teaching Fellowship:

1. Must be in good standing and provide a letter of good standing from ATSU-SOMA
2. Must have successfully completed OMS I and OMS II years
3. Must submit a letter of intent, and two letters of recommendations (1 from a ATSU-SOMA faculty member)

All OMS III coursework must be completed prior to the start of the Fellowship.

# ATSU Policies

## University Student Handbook

The ATSU University Catalog and University Student Handbook both contain policies relevant to all students. Please check the ATSU Student Handbook for additional information and as referenced throughout this Catalog. The ATSU Student Handbook may be accessed by selecting the University Student Handbook from the drop-down menu at the top of any page. Users may return to the University Catalog by selecting the Catalog from the same drop-down menu.

## Admissions Policies

### Advanced Standing

Advanced Standing may be granted to credentialed and/or licensed health care professionals enrolling in select professional or post-professional programs. Advanced Standing, if granted, is based on a review of prior learning that may include successfully completed academic coursework at another degree-granting institution; other relevant programs/courses taken in the workplace, from professional organizations or in other training contexts where appropriate certification is available; and/or documented applicable work experiences.

A maximum of 65% of the total number of credits toward the degree may be granted for advanced standing (unless otherwise stated in an institutional agreement). Specific credit maximums, advanced standing requirements and required documentation vary by program.

To be considered for advanced standing, submit the completed application to the program director with all required supporting documentation. Check the catalog for specific program requirements/forms/portfolio instructions.

In order for advanced standing applications to be considered, the following criteria must be met for each type of prior learning required by a program:

For academic coursework: (for each course considered unless otherwise stated in an institutional agreement)

- Official transcript documenting successful completion of course(s).
- Course syllabi or copy of course catalog with course description.
- Course is a professional or graduate level course from a regionally accredited university in the United States. (Graduates of non-US accredited universities may need transcript/syllabi review by a recognized external agency and/or program-administered testing to establish equivalency. See program-specific requirements in catalog.)
- Course clearly meets the defined goals and objectives of a specific course being offered by ATSU.
- Student earned a minimum of a B in the course.
- Course was taken no more than 7 years prior to the transfer of credit application completion date.
- Course must be equivalent to or greater than the amount of credit assigned to the specified ATSU course.

For other courses or programs:

- Continuing education course/seminar/program descriptions, proof of completion and certification awarded.

For work experience:

- Letter from employer/s specifying nature and extent of program-related work experiences.

The appropriate ATSU program director will review the application and make a determination within 30 days of receiving the completed application packet. Once a decision is made by the program director, the application and all

accompanying materials will be forwarded to the Enrollment Services Office for final review. Once signed and approved by the Enrollment Services Office, the advanced standing status will be processed.

## Transfer Credit

The following criteria must be satisfied in order for transfer of credit application to be considered:

- Submit the completed transfer of credit application to the program chair and include the following:
  - Course syllabi or copy of course catalog with course description.
  - Official transcript documenting successful completion of transfer course(s).
- Course is a graduate level course from a regionally accredited university in the United States.
- Course clearly meets the defined goals and objectives of a specific course being offered by ATSU.
- Student earned a minimum of a B in the course.
- Course was taken no more than 7 years prior to the transfer of credit application completion date.
- The transferring course must be equivalent to or greater than the amount of credit assigned to the specified ATSU course.
- No more than 45% of the program's total credits can be accepted as transfer credit (unless otherwise stated in an institutional agreement).
- Credits earned that resulted in a degree cannot be transferred.

Transfer Credit Applications may be obtained by the student at:

[https://www.atsu.edu/registrar/documents/transfer\\_credit\\_application.pdf](https://www.atsu.edu/registrar/documents/transfer_credit_application.pdf). The appropriate ATSU program director will review the application and make a determination within 30 days of receiving the completed application packet. Once a decision is made by the program director, the application and all accompanying materials will be forwarded to the Enrollment Services Office for final review. Once signed and approved by Enrollment Services, the transfer credit will be processed.

### *Transferability of ATSU Credits*

The transferability of credits earned at A.T. Still University of Health Sciences is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at A.T. Still University of Health Sciences will be accepted by the receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at A.T. Still University of Health Sciences to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at A.T. Still University of Health Sciences will be accepted by or transferred to another institution. To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

## Veteran's Education Benefits

A.T. Still University is approved by the Department of Veterans Affairs to certify the enrollment of students eligible to receive VA educational benefits.

### *Review of Prior Training Requirement*

In the instance where a program accepts transfer credit, this institution will inquire about each veteran's previous education and training, and request transcripts from all prior institutions, including military training, traditional

college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate.

Many of ATSU's programs require students to provide copies of their official transcripts from all colleges and universities attended as one of the admissions requirements. Student veterans that have been accepted to a program that does not require transcripts from all colleges and universities attended will have to provide these copies to their School Certifying Official. These transcripts beyond the required documents for admission do not have to be official copies.

If you have any questions, please contact your School Certifying Official (SCO) within Enrollment Services at (660)626-2019 or [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu).

## Re-Admission Policy and Procedures

In most instances, students withdrawing from ATSU, regardless of the reason, must apply for re-admission. To apply for re-admission, the applicant should submit the Application for Re-Admission (pdf) to Enrollment Services at least one month in advance of the time the applicant wishes to re-enroll (three months are preferred). The Admissions Committee will consider the applicant and may ask for letters of reference, medical documentation, etc., and will review the student's credentials on file with ATSU Enrollment Services. The Admissions Committee has the right to conduct interviews, secure documentation, evaluate past grades/performance, etc. Since the reason each applicant left is unique, the information required by the Admissions Committee may vary. The Admissions Committee has the right to reject an applicant's request for re-admission. The Admissions Committee will consult with the dean of the college/school to establish placement and academic conditions for re-admission. If a background check is required for your program of study, a new background check will be required.

Former students who have been withdrawn or dismissed from ATSU for greater than two years may be required to complete the admission process used for all new applicants.

## Student Policies

### *Matriculation*

A student is considered matriculated when a faculty/staff member has confirmed they began attendance during the first week of the term. At that time the student's status is changed to active in the CampusNexus system and they will be considered officially enrolled within the University.

In accordance with the Code of Federal Regulations (CFR 668.21), all institutions must establish students began attendance by documented participation at the beginning of each term in order to receive Title IV aid. This time period is referred to as census. If census is not established by the end of the day Sunday, of the first week, all Title IV funds must be returned and the student will be withdrawn from their course(s). As a graduate institution, ATSU is not an attendance taking institution.

### *State of Legal Residence Verification*

All students must verify their state of legal residence in the Campus Nexus Student Portal prior to matriculation, in compliance with State Authorization Reciprocity Agreements (SARA). Failure to comply may result in a hold on the student record until the verification has been completed.

## ATSU Credit Hour

This policy sets forth the definition for determining credit hours at A.T. Still University. The purpose of this policy to provide consistency within each program in the calculation of credit hours for didactic (including online), laboratory and clinical courses. ATSU has adopted the semester credit hour. This policy is in adherence with the Higher Learning Commission Policy FDCR.A.10.020-Assignment of Credits, Program Length, and Tuition.

In calculating credit hours, one hour of credit is awarded for:

- 15 instructional hours with anticipated student activity of 2 additional hours per instructional hour for reading, preparing assignments, etc. which is equivalent to 45 hours of student activity.
- 30 course lab hours
- 1 week of clinical rotation
- 60 research hours

## Enrollment Status

This policy sets forth the definitions for determining student enrollment status. Eligibility to receive federal financial aid and in-school loan deferment requires students to be enrolled at a minimum of half-time status. Federal guidelines permit graduate schools to establish their own enrollment status definitions.

Programs under the ATSU semester system are defined as follows for each term (fall, spring, and summer terms).

Hours Per Semester	
Full-Time	9 semester hours
$\frac{3}{4}$ Time	7 semester hours
Half-Time	5 semester hours
<b>Programs under the old quarter system remain unchanged and are defined as follows for each quarter.</b>	
Full-Time	9 quarter credit hours
Half-Time	5 quarter credit hours

### *Enrollment Status Definitions*

## Continuous Enrollment

Students must maintain continuous enrollment until completion of all graduation requirements. Maintaining continuous enrollment and payment of the associated tuition charge acknowledges both the student's own academic efforts in completion of degree requirements without having to reapply to the University and the student's use of University resources, including facilities and faculty services.

Continuous enrollment must be for a minimum of one-hour credit in the appropriate course designated by the department or school. When no suitable credit registration is available, students may fulfill the continuous enrollment requirement by registration in Continuous Graduate Enrollment CGE700, for no academic credit. Tuition for CGE700 will be charged at the rate of \$400/per quarter or \$800/semester. The appropriate charge will be assessed for

each quarter/semester that the student maintains enrollment until all degree requirements are completed. Tuition assessed under this policy will not be pro-rated. Leave of Absence statuses are not considered enrolled and therefore will not be charged this fee.

## Good Standing

A.T. Still University students are considered in good academic standing if their CampusNexus "School Status" is listed as Active, Active-Fellowship, or NDS-Attending or reported as defined specifically by the requesting body. A student's status may be verified by contacting Enrollment Services at [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu).

## Code of Academic Conduct

Students are expected to conduct themselves in a manner befitting the learned and honorable profession which they are entering. This code is directed to the expectation of academic honesty. While students have an obligation to assist fellow students in meeting the common goals of education, they have an equal obligation to maintain the highest standards of personal integrity.

In general, violations of the Code of Academic Conduct shall initially be investigated and handled by the Dean of the College/School or their designee. The following will be considered violations of the institution's Code of Academic Conduct:

1. Cheating, in general, on any required academic activity. This includes, but is not limited to, collaborating with another student or students during an academic exercise without the consent of the instructor, claiming credit for the work or efforts of another without proper citation, failing to submit one's own work or efforts, submitting the work of others as one's own, attempting to have oneself represented by another person in group activities (including discussion forums and work groups), falsifying or creating records to complete an academic exercise, including clinical requirements (falsification of histories, physicals, laboratory tests, rotation records, etc.), internships, assignments, etc.;
2. Failure to appear before the University when called to offer testimony, and failure to testify fully and truthfully during any such appearances;
3. Misrepresenting facts for the purpose of gaining admission, enrollment, or academic advancement, or aiding another person in such misrepresentation;
4. Providing or receiving unauthorized assistance during any test or examination, representing or attempting to have oneself represented by another in the taking of an examination, preparation of a paper, or other academic activity;
5. Plagiarizing, or presenting the work of another as one's own. This includes copying of another person's ideas or words, interspersing one's own words within another's work, paraphrasing another's work without appropriate attribution, fabricating sources of data, and other uses of another's ideas or words without acknowledgment;
6. Misuse of University technology and networking resources;
7. Misusing confidential materials. It is an offense to knowingly or recklessly procure, distribute, or receive any confidential materials such as pending examinations, tests/quizzes, or assignments from any source without the proper, written consent of the course instructor.
8. Submitting academic work for which academic credit has already been earned, when such submission is made without instructor authorization;
9. Failure to report any of the above violations to the appropriate Dean, College/School Administrator, Vice President of Student Affairs or their designee.

## Course Drop

### *Residential Programs*

Course drops must be approved and submitted by the Program Chair and submitted prior to the last day to withdraw.

### *Online Programs*

Students are encouraged to contact the academic program to review their academic plan and options when dropping a course. To drop a course, the student must submit a Course Add/Drop Request. A student is not considered officially dropped from a course until this form is submitted and a drop acknowledgment from Enrollment Services is received. The date of the drop will be the date the form is submitted.

Following is an outline of the grade assigned to students who drop a course. Questions concerning this policy should be directed to Enrollment Services.

Last day to withdraw without a W appearing on the transcript	First week of the registration period
Last day to withdraw (W grade will be assigned)	Up to 60% of registration period

## Absence Policies

### *Short Term Absence*

Students who anticipate missing class for a scheduled medical or personal event, or experience an unexpected emergency absence of 5 consecutive class days, must work directly with the Dean's/Designated Office for approval and to make arrangements to make-up any work missed. For program specific information please refer to instructions located in the school section of the catalog.

### *Extended Absence – Contract Required*

For students who request consideration for a longer absence (defined as a period of time from 6 to 15 consecutive class days) the Extended Absence may be considered.

This request must first be approved by the individual program's dean or designee. Please note a signed contract is required to complete the process. This contract provides structure, uniformity, and communication between student, faculty, program administration, and all Student Services departments.

The contract must be signed and approved by all parties at least 14 days prior to the anticipated absence, or within 48 hours of the onset of an emergency or unexpected circumstance.

No more than one extended absence contract is allowed within a 30-day period. Multiple requests for extended absence contracts within the same academic term will require additional review by the program Dean.

Any absence that will extend beyond the 15th day will require request for approval under the Student Leave Policy. If the official Student Leave request is not approved and the student does not return within the time frame outlined in the Extended Absence Contract, the student will be administratively withdrawn from the program and must re-apply for admission.

The required form may be found here: [Extended Absence Request Form](#)

### *Student Leave Policy*

For students who anticipate being unable to participate in all course requirements or activities for a period of time beyond 15 consecutive class days, the student must petition for a leave. A Dean may petition on the student's behalf for a leave for students who are experiencing personal or medical circumstances but refuse to petition for a leave and they believe it is in the best interest to go on leave when they have been determined to be a potential threat to themselves or others.

A leave may be requested for medical (physical or mental), including maternity, personal, military deployment (a copy of military orders must be provided), or other, which must be specified. When requesting a medical leave, the student must include documentation from their healthcare provider identifying the condition and anticipated time needed for the leave.

Leaves may be granted for up to 1 year. If the student does not return within the time frame outlined in the leave, the student will be administratively withdrawn from the program and must re-apply for admission. Approval of leaves is subject to individual program policies. Students taking leave for medical reasons must provide a medical release prior to their return.

In order to return from the leave, a student must notify Enrollment Services of their intent to return in writing within a time frame specified by the Dean. Enrollment Services will then work with the program to facilitate the return to classes or clinical rotations.

The student will not be eligible for financial aid while on leave and no enrollment will be reported to defer student loans. An Enrollment Services appointment will be required prior to leave approval.

A leave notation will appear on the transcript for the term in which the leave began.

The required form may be found here: [Student Leave Request Form](#)

### **Withdrawal from School**

Residential Students requesting to withdraw from ATSU must first meet with the dean of their school. After meeting with their dean, they will meet with the Vice President for Student Affairs, the Associate Vice President for Student Affairs, or their designee(s). The Student Affairs Office will provide a link to an online withdrawal form for the student to complete. A student is not considered officially withdrawn until this form is submitted. The date of withdrawal will be the date the form is submitted.

Online program students are required to contact the academic program in order to obtain the web link for the online withdrawal form. A student is not considered officially withdrawn until this form is submitted. The date of withdrawal will be the date the form is submitted.

Reasons why a student might withdraw may include:

1. **Medical Withdrawal**—Students may have a medical reason that requires a withdrawal. Students may apply for re-admission. The Admissions Committee will determine acceptance, and the dean of the college/school will determine placement in the event of acceptance.
2. **External Graduate Student Fellowship Withdrawal**—Students who have completed the first two years of a residential program may request to leave ATSU to pursue educational opportunities, such as PhD programs or research fellowships, grants, etc. Advanced study withdrawal may be considered by the Dean of the College/School for a maximum of one year with renewal. Re-admission is guaranteed provided: (1) the



student has remained in compliance with ATSU's Codes of Academic Conduct and Behavioral Standards while on leave; (2) the student makes satisfactory academic progress at the sponsoring institution, and (3) the student meets the technical standards for admission. Applicants for an advanced study withdrawal will be required to supply appropriate documentation as determined by the University. Students seeking Advanced Study Withdrawal should initially meet with the Dean of the College/School to discuss the appropriateness of the request. For additional information and required paperwork, please see the External Graduate Student Fellowship Policy located in the ATSU section of the University Catalog.

3. **Military Withdrawal**-Students whose military obligations may necessitate a period of absence from the academic program when they are called to extended active duty. Re-admission is guaranteed pending proof of compliance with minimal technical standards and the Codes of Academic and Behavioral Conduct. A committee comprising of the Dean of the applicable school, the university CFO, and Vice President for Student Affairs will determine the appropriate actions needed when a Service member ceases their attendance due to a military service obligation. This decision will take into consideration the unique circumstances for each individual Service member. A copy of military deployment orders must be provided.
4. **Personal Withdrawal**-Students who wish to voluntarily leave ATSU for personal reasons. Students withdrawing from ATSU must apply for re-admission.
5. **Administrative Withdrawal**-A.T. Still University reserves the right to administratively withdraw students for non-compliance with University policy; non-attendance or participation as required by the student's academic program; failure to fulfill financial, academic or legal obligations; or failure of the student to initiate the official withdrawal process.

Students who are administratively withdrawn will be notified of the action in writing by the University official initiating the withdrawal.

Violations of the University's Code of Academic Conduct or Code of Behavioral Standards will not be addressed under the Administrative Withdrawal policy. Please refer to the University Student Handbook – Disciplinary Sanctions section for additional information.

Following is an outline of the grade assigned to students who withdraw. Questions concerning this policy should be directed to Enrollment Services.

Last day to withdraw without a W appearing on the transcript	First week of the registration period
Last day to withdraw (W grade will be assigned)	Up to 60% of registration period

Note: For residential cohort based programs, modules completed will have grade earned while modules not completed will receive W grade up to 60% of the registration period.

## Grading

ATSU programs utilize the following grading scale; effective June 1, 2018. This includes the 2018 incoming classes at ATSU-ASDOH, ATSU-ASHS, ATSU-KCOM, and ATSU-MOSDOH. Students that were enrolled prior to June 1, 2018 will continue to be graded using the grading scale found in the 17-18 Catalog. Students that return after withdrawing from their program or switch classes for any reason will be graded using the new University grading scale.

Grade	Value
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A	90-100%
B	80-89%
C	70-79%
RC	70% - Grades awarded for remediation of a failing grade in any course will be RC (i.e., remediation to C)
F	69% and below

The following grades do not affect a student's grade point average (GPA).

Grade	Value
H	Honors
HP	High Pass
P	Pass
LP	Low Pass
RP	Remediated Pass
C*	Indicates course was repeated and not included in the GPA
F	Fail does not impact GPA for Pass/Fail courses only
F*	Indicates the course was failed and then repeated
I	Incomplete - indicates that the course requirements have not been completed
IP	In Progress
AU	Audit
W	Withdraw
AC	Advanced Credit
TR	Transfer Credit
NC	No Credit

Grades followed by #	Indicates grades that are not included in the GPA calculation
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## Academic Appeals

The individual professional and graduate programs of ATSU, through their faculty and established school procedures, retain principal responsibility for assessing student performance. Disputes concerning unsatisfactory progress evaluations should be reconciled through the processes and procedures described by the school. Appeals of academic decisions are as follows:

### *Course Grades*

Students who wish to file an academic appeal concerning a course grade must do so by contacting the instructor/course director in writing within 14 calendar days from posting of the final grade in the CampusNexus Student Portal.

A student may appeal the decision of the instructor/course director to the academic chair for review if new or significant information is revealed after the instructor/course director's decision or if the student believes that due process (the administration of justice according to established rules and principles) was not followed. The appeal must be submitted to the academic chair in writing within 14 calendar days of receipt of the instructor/course director's decision.

A student may appeal the decision of the academic chair for failing grades only to the Dean or Dean's designee for review if new or significant information is revealed after the academic chair's decision or if the student believes that due process was not followed. The appeal must be submitted to the Dean or Dean's designee in writing within 14 calendar days of receipt of the academic chair's decision.

The final level of appeal for a failing course grade is the Dean of the school. The decision reached by the Dean or Dean's designee represents the highest level of due process available in the University for appealing a failing course grade.

All responses to appeals will be provided by ATSU within 7 calendar days.

### *Promotion and/or Dismissal Decisions*

Each school outlines the process for appealing a promotion or dismissal decision. The highest level of appeal within the school is the Dean or Dean's designee. Should a student wish to appeal a Dean's decision regarding promotion or dismissal, a formal appeal may be made to the Senior Vice President for Academic Affairs (SVPAA).

The SVPAA's review of such appeals, however, shall be limited to matters of process, procedure and fairness.

### *Grounds for Appeal to the SVPAA*

A formal appeal may be brought to the SVPAA if based upon one or more of the following grounds:

1. Procedural error or violation of official policy during the decision-making process or judgments improperly based upon non-academic criteria.
2. New information not available for consideration when the promotion or dismissal decision was rendered and sustained during due process within the School or College, up to and including the Dean's decision.

### *Process for Appeal to the SVPAA*

1. The appeal must be in writing, and must be received by the SVPAA's office within 7 calendar days of receipt of the Dean's decision letter.
2. The appeal must be signed and clearly describe the decision in question and must state (from the list above) the specific grounds justifying the appeal. All documentation supporting the appeal must be provided by the appellant at the time of written notification of appeal to the SVPAA. If the grounds for appeal are other than those stated above, the appeal will not be considered and the student will be informed of such in writing within 7 calendar days of the receipt of the appeal.
3. The SVPAA may request additional information/documentation from the Dean and/or the appellant as he/she deems appropriate and, at his/her discretion, may interview the student and such other persons as the SVPAA desires. Should the SVPAA request additional information or interviews, the decision deadline will be moved to 7 calendar days after receipt of requested information.
4. The SVPAA, after review and consideration of the materials submitted and any oral presentations by the parties, shall render the final decision and notify the student in writing within 7 calendar days.
5. The student may be allowed to register for courses during the pendency of the appeal, understanding that he/she will be dropped retroactively if the dismissal is upheld.

The decision reached by the SVPAA represents the highest level of due process available in the University for the appeal of promotion or dismissal decisions.

### **External Graduate Student Fellowship Policy**

Fellowships can enhance the educational experience of graduate students by allowing them to pursue studies according to their own interests and needs. An approved external graduate student fellowship application must be on file prior to beginning the fellowship. No fellowships will be allowed to count retroactively. In order to apply for an approved external fellowship, a student must be in good academic standing and have completed the first two years of a residential program. All A.T. Still University policies apply while on fellowship. Fellowship applications are available in the Dean's Office. A student may select from the following fellowship status options and must designate the selected option on the external fellowship application. Students are responsible for understanding all potential implications their selection may have on their academic status, financial aid, and associated charges.

Options:

1. Receive ATSU academic credit: Fellowship information must be supplied to the dean of the college or school who will determine ATSU fellowship credit hours based on a number of factors including: length of time in weeks, estimated contact hours, and fellowship deliverables. All fellowships receiving ATSU academic credit will receive a Pass/Fail grade. The dean may consider the fellowship as a substitution for elective requirements. Tuition will be charged based on program specific billing. Once credit hours have been determined, please contact the Controller's Office for billing questions. Students receiving ATSU academic credit may be financial aid eligible. Once credit hours have been determined, please contact Enrollment Services for financial aid questions. Please check with your program to determine if the fellowship will have any impact to your estimated graduation date requiring an extended schedule.
2. No ATSU academic credit received but remains as an active ATSU student: Fellowship information must be supplied to the dean of the college or school who will approve the student's time away and establish a deadline for re-enrollment in ATSU coursework. If the student does not return within the specified time frame, the student will be moved to a withdrawn status. The student will be assessed a \$100 retention fee per semester or a \$50 retention fee per quarter or block. The student is enrolled in a 0 credit continuous graduate enrollment course and does not meet the minimum half-time enrollment requirements to be

considered for financial aid. Please contact Enrollment Services for questions regarding loan repayment. If the student receives academic credit for the fellowship at another academic institution, the student may submit a transfer credit request to the dean of the college or school and the credit may be considered for transfer to ATSU and designated on the student's ATSU transcript. The final transfer of credit will be processed upon re-enrollment in ATSU coursework. If the student does not receive academic credit for the fellowship, the student may submit fellowship information to the dean of the college or school and the dean may approve a notation on the ATSU transcript that the student was not enrolled for the specified period of time due to an external fellowship. The notation will appear upon re-enrollment in ATSU coursework.

3. No ATSU academic credit received and withdraws from ATSU: Fellowship information must be supplied to the Dean of the College/School who will approve the student's time away and place the student in an inactive status. A time frame for re-enrollment will be stated and if the student does not return within the specified time frame, the student will be moved to a withdrawn status. A student in an inactive status is not considered enrolled and cannot be considered for financial aid purposes. Please contact Enrollment Services for questions regarding loan repayment. If the student receives academic credit for the fellowship at another academic institution, the student may submit a Transfer Credit Application to the dean of the college or school and the credit may be considered for transfer to ATSU and designated on the student's ATSU transcript. The final transfer of credit will be processed upon re-enrollment in ATSU coursework. If the student does not receive academic credit for the fellowship, the student may submit fellowship information to the dean of the college or school; and the dean may approve a notation on the ATSU transcript that the student was not enrolled for the specified period of time due to an external fellowship. The notation will appear upon re-enrollment in ATSU coursework. A student must formally withdraw by submitting the withdraw link (Please refer to the University Catalog – Withdrawal from School section for additional information).

The A.T. Still University External Graduate Student Fellowship Application must be completed and submitted for any of the above options to be put into effect.

## Textbooks

There are differences between ATSU's schools in the methods by which textbooks are secured. Due to these variables, students should communicate directly with their program for textbook information.

## Student Records

### Transcripts and Records

Permanent education records maintained by the University are the responsibility of the Registrar. Transcripts of academic records will contain only information regarding academic status. In cases where disciplinary action leads to the student's ineligibility for re-enrollment into the University (suspension or expulsion), disciplinary action will become a part of the permanent academic record. Disciplinary records or information from such records will be made available to persons outside of the University only on the formal written request of the student involved or as otherwise allowed by law or regulation.

Academic records and financial aid records or information from such records will be used by University personnel who have legitimate responsibility for this student's personal welfare and when necessary to the discharge of their official duties.

Financial assistance records will be maintained by the University only so long as the student (or graduate) has a promissory note or notes outstanding through a University loan program. Except for the purpose of official audits,

financial assistance records will be made available to persons outside the University only upon the formal written request of the student (or graduate) involved or as otherwise allowed by law or legislation.

Student health records will be maintained by the University as prescribed by professional ethics and federal and state laws.

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), students will be permitted to review their educational records within 45 days of written request to Enrollment Services. Also, students may restrict disclosure of directory information by completing a "Nondisclosure of Directory Information Form" available from Enrollment Services. The FERPA restriction will remain in effect until Enrollment Services is notified in writing to remove the restriction. The following items are designated as "Directory Information": name, primary address, telephone number, email address, dates of attendance, class year (if applicable), enrollment status (i.e. full-time/part-time), previous institution(s) attended, program(s) of study, awards, honors, degree(s) conferred (including dates), class roster, class schedule, photographs, expected graduation date, and limited release of date of birth. DOB will only be released to official agencies as required for matching student records or as a validation of positive identification when furnished by a person making an inquiry.

In compliance with FERPA regulations, an official or unofficial transcript of record will be transmitted to a second or requesting party only on written request of the current or former student. The required transcript release may be authorized through the National Clearinghouse's online transcript services website: <http://www.getmytranscript.org>. If a student who has completed more than one academic program at ATSU submits a transcript request, the transcript records for all programs will be issued.

All employees of ATSU are required to read and sign the ATSU Staff Handbook which addresses FERPA. Annually employees are asked to review FERPA and the online FERPA tutorial during the annual employee training. In addition, Enrollment Services will periodically send FERPA reminders and information through a variety of distribution methods.

Students who have not discharged their financial and other obligations to this University shall not have transcripts or recommendations made available until such obligations are met.

If the University has knowledge that a student or graduate is in default on a federal, state, outside agency, or institutional loan or service obligation, the University will withhold all official transcripts, National Board scores, and letters of recommendation for internships, residencies, employment, staff privileges, specialty certification, and licensing. Students who fail to satisfactorily discharge their obligations to the University prior to the date of graduation and who have failed to do so following graduation shall not have the privilege of having transcripts, other records, or recommendations sent to any institution or entity until such debts are paid.

Questions concerning records and grades should be brought to Enrollment Services, 660.626.2019 or [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu).

## **Professional Rights, Responsibilities, and Conduct**

### **Copyright Infringement Policies and Sanctions (Including Computer Use and File Sharing)**

The use of copyrighted materials for instructional purposes must be done in compliance with U.S. copyright law. For information on the correct use of copyrighted materials, please see the A.T. Still Memorial Library Copyright Guide at <http://guides.atstu.edu/copyrightguide>.

Unauthorized distribution of copyrighted materials, unauthorized peer-to-peer file sharing, and illegal downloading or unauthorized distribution of copyrighted materials using the University's information technology system, are considered violations of the institution's Code of Academic Conduct. Students found guilty of such behavior are to

subject to sanctions including, but not limited to, reprimand, probation, suspension, dismissal, disciplinary consultation, as well as other sanctions deemed appropriate by the University.

Unauthorized distribution of copyrighted materials, including unauthorized peer-to-peer file sharing, may subject students to civil and criminal liabilities, which are summarized below.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at [www.copyright.gov](http://www.copyright.gov).

## **Student Health Insurance**

A.T. Still University requires all students enrolled in a residential program to maintain active health insurance coverage. To ensure that students have access to a comprehensive plan, A.T. Still University has chosen United Healthcare Student Resources (UHCSR) as its medical plan provider for the 2019-20 student health plan. All ATSU students must meet ATSU requirements by either enrolling in the ATSU student sponsored health plan or submit a waiver and receive approval for use of another acceptable health coverage plan.

HSA Consulting, Inc. (HSAC) is the group administrator for the student health plan and will verify waiver information to ensure all students are in compliance with A.T. Still University health insurance requirements. As the group administrator HSAC will assist students with plan questions, address changes, claims assistance and obtaining ID cards. For more information on details of the plan, University requirements, enrollment, or completing the waiver process; please visit <https://app.hsac.com/atstill>.

HSA Consulting, Inc. is available by phone, (888-978-8355), or email ([atstill@hsac.com](mailto:atstill@hsac.com)) for any additional questions regarding the waiver/enrollment process or the student health insurance plan.

### *Student Health Insurance Requirements*

All students **MUST** be covered by an ACA compliant domestic health insurance plan for the entire academic year, including summer and holidays.

The acceptable coverage to waive the A.T. Still University - Sponsored Student Health Insurance Plan is a parent's employer group plan, a spouse's employer group plan, VA Benefits or COBRA. Individual Plans will be accepted for the 2020-2021 Policy year as long as they meet the University's waiver requirements. Additionally, the University will allow students to waive out of the student health insurance plan using Medicaid based coverage, and the student must live in that state the entire academic year. The A.T. Still University Waiver requirements are as follows:

Deductible **MUST NOT** be more than \$1,500 individual or \$3,000 family annually, **NO** Exceptions.

Adequate major medical coverage of at least \$1,000,000/policy year

Prescription coverage

Mental health coverage

Coverage for an annual exam

A provider network in the area of your A.T. Still University campus for primary care, specialty, hospital, and diagnostic care. Students attending online programs, including those that are only partially online, are exempt from this requirement.

Short-term health insurance policies, traveler's plans, or plans originating outside of the United States will not be accepted as part of the Waiver process.

Failure to maintain continuous health insurance coverage may result in disciplinary action including possible suspension and/or dismissal.

### **Update Address/Location**

ATSU defines location as the local address at which the student resides. ATSU requires students to verify and/or update address/location every 6 months. This update will occur through a prompt immediately after authenticating to the ATSU Portal. Students need to provide both local and permanent addresses and phone numbers. The information collected will be used in instances of a medical or other emergency or if a student is deemed missing. To restrict your contact information to only those who need to know the information (University staff, emergency response personnel, etc.) students may do so by placing a restriction on directory information. To learn more about directory restrictions visit <https://www.atsu.edu/department-of-student-affairs/enrollment-services/my-academics#ferpa-student-privacy>.

Address/location updates can be made at any time by following the instructions located here: <https://www.atsu.edu/department-of-student-affairs/enrollment-services/my-profile#contact-information>.

### **Non-discrimination Policy**

*Prohibition of Discrimination, Harassment, and Retaliation (ATSU Policy #90-210)*

#### *Purpose*

The purpose of this general order is to provide an employment and learning environment at A.T. Still University of Health Sciences ("ATSU" or "the University") free from discrimination, harassment, and retaliation. Discrimination, harassment, or retaliation by anyone—managers, administrators, supervisors, co-workers, students, or non-University personnel including clients, vendors, and suppliers—on the basis of race, color, religion, ethnicity, national origin, sex (including pregnancy), gender, sexual orientation, gender identity, age, disability, veteran status, or any other status protected by applicable law is a violation of University policy and is prohibited by the University.

#### *Policy*

ATSU does not discriminate on the basis of race, color, religion, ethnicity, national origin, sex (including pregnancy), gender, sexual orientation, gender identity, age, disability, or veteran status in admission or access to, or treatment or employment in its programs and activities. Dating violence, domestic violence, sexual assault (e.g. non-consensual sexual contact/intercourse), stalking, harassment, and retaliation are forms of discrimination prohibited by ATSU.

Any person who witnesses or has knowledge of incidents of discrimination, harassment, retaliation, or any other situation prohibited by this policy, should report such information to the persons listed in this general order. All



reporting parties are protected from adverse action or retaliation under the provisions of this policy and by ATSU Policy No. 10-216: Whistleblower. Good faith reports, even if erroneous, will not result in punitive action. Deliberately false and/or malicious accusations of harassment are just as serious an offense as harassment and will be subject to appropriate disciplinary action.

To report violations of ATSU's nondiscrimination policies, request information, or for assistance filing a police report, contact the following persons:

### *Contact Information*

Employees, members of the public, or beneficiaries should contact:

<b>Arizona Campus</b>	<b>Missouri Campus</b>
Tonya Fitch Director of Human Resources Deputy Title IX Coordinator 5850 East Still Circle Mesa, AZ 85206-3618 480.219.6007 tfitch@atsu.edu	Donna Wyatt Assistant Vice President of Human Resources Deputy Title IX Coordinator 800 West Jefferson Street Kirksville, Missouri 63501 660.626.2790 dbrown@atsu.edu

Students should contact:

<b>Arizona Campus</b>	<b>Missouri Campus</b>
Michael Zajac Associate Vice President for Student Affairs Deputy Title IX Coordinator 5850 East Still Circle Mesa, AZ 85206-3618 480.219.6026 michaelzajac@atsu.edu	Lori Haxton Assistant Vice President for Student Affairs Deputy Title IX Coordinator 800 West Jefferson Street Kirksville, Missouri 63501 660.626.2236 lhaxton@atsu.edu

Alternately, discrimination complaints, reports, or questions may be directed to the ATSU Title IX Coordinator:

John Gardner  
 Title IX Coordinator  
 800 West Jefferson Street  
 Kirksville, MO 63501  
 660.626.2113  
 titleix@atsu.edu

ATSU Campus Security

<b>Arizona Campus:</b>	<b>Missouri Campus:</b>
Emergency - 911 (off-campus) Emergency -911 (on-campus) Security Office - *7 (on-campus) Non-Emergency Security - 480.341.9075	Emergency - 911 (off-campus) Emergency -911 (on-campus) Security Office - 33 (on-campus) Non-Emergency Security -

Mesa Police Department - 480.644.2211, opt. 2	660.626.2380/660.349.9513 Kirkville Police Department - 660.785.6945
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On-campus confidential resources are available for students through:

ATSU Counseling Services

Arizona campus	Missouri campus
Art Matthews 480.219.6170 amatthews@atsu.edu	Sarah Thomas 660.626.2424 snthomas@atsu.edu

To anonymously and confidentially report situations or behavior that compromises the University's integrity, call our 24-hour service at 1-855-FRAUD-HL or use our secure online reporting form at <http://www.fraudhl.com>. Reference our Company ID ("ATSU") when making a report.

Off-campus counseling and victim support is available through:

National Sexual Assault Hotline – 800.656.4673

Victim Support Services, Inc. (Missouri) – 660.665.1617

Mesa Victim Services Unit (Arizona) – 480.644.4075

Complaints regarding potential violations of Title IX, the Clery Act, or Title VII may be directed to:

Title IX and Clery Act:	Title VII:
U.S. Department of Education One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 816.268.0550 816.268.0550 fax ocr.kansascity@ed.gov	U.S. Equal Employment Opportunity Commission Robert A. Young Federal Building 1222 Spruce Street, Room 8.100 St. Louis, MO 63103 800.669.4000 314.539.7894 fax 800.669.6820 TTY

### *Anti-Harassment*

- Prohibited conduct includes unwelcome conduct, whether verbal, non-verbal, physical, or visual, that is based on or relates to an individual's race, color, religion, ethnicity, national origin, sex (including pregnancy), gender, sexual orientation, gender identity, age, disability, veteran status, or any other status protected by applicable law, and
  - Has the effect of creating a hostile environment;
  - Has the effect of unreasonably interfering with an individual's work or student's performance; or
  - Otherwise adversely affects an individual's employment or education opportunities.
- A hostile environment is any situation in which there is harassing conduct sufficiently severe, pervasive, or objectively offensive to alter the conditions of employment or limit, interfere with, or deny educational benefits or opportunities, from both a subjective (the alleged victim's) and an objective (a reasonable person standard) viewpoint.
- The determination of whether an environment is "hostile" will be based upon the circumstances, including:
  - The frequency of the conduct;

- b. The nature and severity of the conduct;
  - c. Whether the conduct was physically threatening;
  - d. Whether the conduct was humiliating;
  - e. The effect of the conduct on the alleged victim's mental or emotional state;
  - f. Whether the conduct was directed at more than one person;
  - g. Whether the conduct arose in the context of other discriminatory conduct;
  - h. Whether the conduct unreasonably interfered with the alleged victim's educational or work performance;
  - i. Whether the statement is an utterance of an epithet which engenders offense in an employee or student, or offends by mere discourtesy or rudeness
  - j. Whether the speech or conduct deserves the protections of academic freedom or the First Amendment of the U.S. Constitution.
- 4. Examples of prohibited conduct include but are not limited to: jokes, epithets, slurs, insults, negative stereotyping, written or graphic material (including emails), or any threatening or intimidating acts, that denigrate or show hostility toward an individual and that relate to race, color, religion, ethnicity, national origin, sex (including pregnancy), gender, sexual orientation, gender identity, age, disability, veteran status, or any other status protected by applicable law.
- 5. Prohibited behavior also includes any unwelcome behavior of a sexual nature such as sexual advances and propositions; requests for sexual favors; sexual jokes, comments, suggestions, or innuendo; foul or obscene gestures or language; display of foul, obscene, or offensive printed or visual material; unwelcome physical contact of a sexual nature, such as bodily contact with the breast, groin, or buttocks; patting, pinching, hugging, or brushing against another individual's body; and any other unwelcome verbal, non-verbal, physical or visual conduct of a sexual nature where:
  - a. Submission to such conduct is an explicit or implicit condition of employment or education; or
  - b. Submission to or rejection of such conduct is used as a basis for employment-related or academic-related decisions such as a promotion, discharge, performance evaluation, pay adjustment, discipline, work assignment, or any other condition of employment or career development or academic development; or
  - c. Such conduct has the effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, abusive, or offensive working or educational environment.
- 6. Non-consensual sexual contact and non-consensual sexual intercourse are explicitly prohibited by this policy.
  - a. Non-consensual sexual contact is any unwelcome intentional sexual touching, however slight, with any object, by a man or woman upon a man or woman.
  - b. Non-consensual sexual intercourse is any unwelcome sexual intercourse, however slight, with any object, by a man or woman upon a man or woman, without consent and/or by force.
  - c. Consent is clear, knowing, and voluntary. It may be given by words or actions, but silence itself cannot be interpreted as consent. Consensual words or actions create mutually understood, clear permission regarding willingness to engage in sexual activity.
  - d. Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation, and coercion that overcome resistance or produce consent.
  - e. Sexual activity with someone whom one knows to be, or based on the circumstances should reasonably have known to be, mentally or physically incapacitated, constitutes a violation of this policy.
- 7. This policy applies universally to all University employees and students in their dealings with each other and to all University employees and students in their dealings with third parties. Any University employee or student who violates this policy will be subject to corrective action up to and including termination or dismissal. University employees or students may be disciplined, up to and including termination or dismissal,

for engaging in behavior that is disrespectful, disruptive, or otherwise prohibited by this policy, regardless of whether that behavior constitutes harassment prohibited by law.

### *Discrimination, harassment, and retaliation grievance procedures*

1. Any individual who feels he/she has witnessed or experienced behavior prohibited by this policy, or who has questions, concerns, or information regarding violations of this policy, should immediately report the circumstance(s) or incident(s) to his or her supervisor or one of the contact persons described in this policy.
2. Upon receipt of a report of discrimination, harassment, or retaliation, the University will conduct a prompt, thorough, and impartial investigation, evaluating all relevant information and documentation relating to the report.
  - a. If a report is made, an ATSU investigator will meet with the reporting party to discuss the allegations and/or circumstances. The objectives of this initial meeting will be to reduce the report to writing, stop the harassment, prevent its recurrence, and take steps to remedy its effects in the interim.
  - b. If, following this meeting, it is determined no potential policy violations exist, the investigator will produce a report stating such conclusion, including all elements of the initial meeting and interim remedial steps taken.
  - c. Interim remedial steps may include course or work adjustments, no contacts orders, temporary suspension of the alleged perpetrator, or any other reasonable measure to facilitate the end and prevention of harassment.
  - d. If, after an initial meeting between an ATSU investigator and a reporting party, it is determined any part of this policy may have been violated, a full investigation will be conducted. Investigators will be appropriately trained and will not have a conflict of interest or bias against the reporting party or respondent. Such investigation will be concluded promptly, typically within ten business days of the receipt of the report by the appropriate personnel. Investigations may, however, take longer based on a number of factors and variables, such as: the nature and detail of the notice received, the complexity of the investigation, and the cooperation level of the parties and witnesses. In almost all cases, investigations will be completed within sixty business days, though this timeline may be extended for appropriate cause as determined by the investigator.
  - e. The parties will be regularly updated as to the projected timeline for completion of the investigation. During the process, the reporting party and respondent will be given timely notice of any meetings at which either or both may be present, and will have equal opportunity to present witnesses, provide evidence, and have others present, including an advisor of their choice. The reporting party, respondent, and appropriate officials will be given timely and equal access to information to be used during informal and formal disciplinary meetings and hearings.
  - f. Investigators use the "preponderance of evidence" (more likely than not) standard when determining whether or not there is a violation.
  - g. Simultaneous written notice to the parties describing the findings of the investigation, including determination of responsibility and sanctions, and available appeal procedures, will occur within five business days of the completion of the investigation.
  - h. Sanctions for employees may include a disciplinary warning to be added to the employee's permanent file, probation, suspension with or without pay, and/or termination.
  - i. Sanctions for students may include reprimand, a disciplinary warning to be added to the student's permanent file, probation, suspension, and/or dismissal.
  - j. The parties will have the right to appeal within five business days of receiving the findings. If the appeal is not timely or substantively eligible, the original findings and sanctions will stand, and the

decision will be final. If the appeal has standing, the documentation will be forwarded for consideration. The party requesting the appeal must show error as the original findings and sanctions are presumed to have been decided reasonably and appropriately. The only grounds for appeal are:

- k. A procedural (or substantive) error that significantly impacted the outcome of the hearing (e.g. substantiated bias, material deviation from established procedures).
- l. To consider new evidence, unavailable during the original hearing or investigation, that could substantially impact the original findings or sanctions. A summary of this new evidence and its potential impact must be included.
- m. The sanctions imposed are substantially disproportionate to those previously imposed for similar violations. Right to appeal under this provision is for the responding party only. No other party has the right to appeal sanctions.
- n. Upon receipt of a written appeal, an appellate panel consisting of three members of the ATSU Equity Grievance Pool (EGP) will be selected to rule on the appeal.
- o. EGP members are appointed by the ATSU President.
- p. EGP members include the Title IX administration team, two faculty members nominated by ATSU Faculty Senate, two students nominated by the University Student Association, and two (2) staff members nominated by the University Staff Council.
- q. The appellate panel will rule on the appeal within fifteen business days. Any extension of time beyond fifteen business days will be communicated to both parties along with an updated time frame for the ruling.
- r. Any sanctions imposed at the conclusion of an investigation will remain in effect during the appeals process.
- s. In the event an appeal is upheld by the appellate panel, the panel's report will be submitted to the investigators for redetermination based on the panel's findings. Written notice to the parties describing the revised findings of the investigation, including determination of responsibility and sanctions, will occur within five business days of receipt of the appellate panel report.

#### *Anti-retaliation*

- 1. The University will not retaliate against, nor permit retaliation against, any individual who opposes discrimination or harassment, makes a complaint of discrimination or harassment, and/or participates or cooperates in a discrimination or harassment investigation, proceeding, or hearing.
- 2. Examples of retaliation:
  - a. After a whistleblowing incident, an employee may suddenly find they are being assigned to different duties or even moved into a different position. The new role often involves duties that are below the employee's capabilities or even demeaning in nature. The supervisor may make the new role as difficult as possible by harshly critiquing results or implementing unreasonable time constraints for completing projects. The supervisor may also limit access to resources the employee needs to complete her assigned tasks.
  - b. Employers may retaliate by excluding the employee from normal activities, attempting to create a sense of isolation. A supervisor may refuse to invite the employee to an important meeting or a social activity such as a group luncheon or outing. She may also exclude the employee from training sessions that could enhance the employee's job performance or opportunity for advancement. Exclusion can occur by relocating the employee to an area where she has little contact with other workers.

### *Amnesty for drug/alcohol possession and consumption violations*

1. ATSU strongly encourages students and employees to report potential violations of this policy. Therefore, good faith reporters to appropriate authorities regarding potential violations will not face University disciplinary action for their own drug/alcohol possession or consumption in connection with the reported incident.
2. Amnesty for persons making a report in good faith does not include substance abuse counseling and/or rehabilitation which may be necessary for employees or students with clinical responsibilities or patient contact.

### *Responsibility*

1. The assistant vice president of human resources and the director of human resources are responsible for responding to and monitoring all complaints of discrimination, harassment, or retaliation from employees.
2. The vice president for student affairs and the associate vice president for student affairs are responsible for responding to and monitoring all complaints of discrimination, harassment, or retaliation from students, members of the public, or beneficiaries.
3. The Title IX coordinator is responsible for all sex- and gender-based harassment and discrimination awareness, prevention, training, monitoring, reporting, investigation, and resolution at ATSU.

A.T. Still University's policy prohibiting discrimination, harassment, and retaliation (ATSU Policy #90-210) may also be found at: [www.atsu.edu/prohibition-of-discrimination-harassment-and-retaliation](http://www.atsu.edu/prohibition-of-discrimination-harassment-and-retaliation).

## Financial Information

### Tuition and Fees

#### Program Tuition and Fees

Program-specific tuition and fee information is available within the Catalog under each programs. Supporting information that is relevant to all programs is listed below.

#### Tuition and Fees for Extended Graduations and Retakes

##### *Residential Program Tuition and Fees*

1. Students with an academic plan that includes an extended graduation date that originated in the predominantly didactic or pre-clinical years, and requires students to be enrolled in one or more credit hours, will pay 50 percent of normal tuition for each term enrolled in the additional year. Students will also pay 100 percent of normal educational supply fees and may have to pay an equipment fee depending on the program for each extended term. The student will be enrolled in an appropriate course(s) with appropriate credit hours. In addition to course(s) with credit hours, students may be enrolled in courses with zero credit hours. Zero credit courses allow a student to remain enrolled at the University while not actively pursuing coursework for credit. Examples of zero credit courses include continued work on dissertations, practicums, or work related to board preparation and is used when all required credit coursework has been completed. The charges will be assessed on a term basis.
2. Students with an academic plan that includes an extended graduation date that originated in the predominantly clinical or rotation years, and requires students to be enrolled in one or more credit hours, will pay a percent of the tuition being charged to the students enrolled in the final year of the academic program. This percentage is determined by the program. Students will also pay 100 percent of normal educational supply fees and may have to pay an equipment fee depending on the program for each extended term. The student will be enrolled in an appropriate course(s) with appropriate credit hours. In addition to course(s) with credit hours, students may be enrolled in courses with zero credit hours. The charges will be assessed for each term that the student maintains enrollment until all requirements are completed, the student withdraws from the program, or the student is dismissed from the program. Charges will not be pro-rated.
3. Students with an academic plan that includes zero credit hours will pay \$800 per term/\$400 per quarter plus 100 percent of normal educational supply fees for each extended term. Students may have to pay an equipment fee depending on the program. This will meet the University's requirement of continuous enrollment. The charges will be assessed for each term that the student maintains enrollment until all requirements are completed, the student withdraws from the program, or the student is dismissed from the program. Charges will not be pro-rated.
4. Students required to repeat a course or rotation may pay a per-credit-hour rate as determined by the University. Charges will not be pro-rated. No discounts are offered on repeat courses per ATSU Policy No 20-106.
5. When a student returns from an approved leave of absence during a term, tuition and educational supply fees may be pro-rated for students enrolled for less than 60 percent of the term length. Students may have to pay an equipment fee depending on the program.

This policy will in no way cause the student to pay less than the entire cost of the program.

## Online Program Tuition and Fees

1. Students with an academic plan that includes an extended graduation date will continue to be charged the full per-credit-hour rate according to their program.
2. Students required to repeat a course will be charged the full per-credit-hour rate according to their program. No discounts are offered on repeat courses per ATSU Policy No 20-104 and ATSU Policy No 20-106.

## Payment Information

### Tuition Payment Policy (Reference ATSU Policy #50-112: Student Account Collection)

All ATSU programs' tuition, educational supply, and equipment fees are due and payable by the first day of each term. The finance office will receive tuition payments and make refunds as necessary.

Students enrolled in online programs may opt for a payment agreement with 50% due the first day of the term and the remaining 50% due 5 weeks after the first day of the term. An administrative fee will be charged each academic term for this payment plan. For programs that have payment per program, payment in full is due prior to the start of the program or per the payment agreement on a quarterly payment schedule. The finance office will receive tuition payments and make refunds as necessary.

Lenders will be requested to forward all funds to the University by electronic funds transfer (EFT). Where necessary, lenders will be requested to make checks co-payable to the University and the student. The finance office will process such funds on a bi-weekly basis and post to the student's account. Funds credited in excess of the tuition, late charges (where applicable), educational supply fee, and short term advances will be refunded to the student.

Primary Care Loan and other institutional award funds will be applied directly to the student's account with any overpayment refunded to the student or returned to the lender to prevent an over award.

Students who apply for Direct Loans (subsidized and/or unsubsidized), or GRAD PLUS will not be subject to the late payment fee if the student is eligible for the loan for which he/she applies.

If a student chooses a lender which disburses funds by check only, the student must make a tuition payment within three (3) business days after notification the loan check is available.

A late payment fee will be assessed on past due amounts at the rate of eighteen percent (18%) per annum, beginning the fourth (4th) business day after the due date. A service charge of \$25 for returned checks will be assessed. Any waiver of the late payment fee applies only to the amount applied for on eligible loans or payable from approved third-party sources.

Students owing balances for the previous academic term will be required to pay past due amounts and late charges before registration for the next term.

The University will withhold all official transcripts under the following circumstances:

1. There is an outstanding balance due the University for tuition, fees, short term advances, or any other amount due the University unless satisfactory arrangements have been made.
2. There is a default on any student loan obtained through the University.
3. In the event it becomes necessary to engage an attorney and/or collection agency to secure collection of any debt owed to the University by a student or former student, fees charged for these services will be the responsibility of the debtor.

In the event an ATSU scholar award recipient does not complete their education at ATSU, the scholar award must be repaid to the University under one of the following options:



1. Repayment in full within three (3) months of the date of withdrawal/dismissal with no interest charge.
2. If not paid in full, the balance is due in twelve (12) monthly installments plus interest based on the prime rate at a local Kirksville bank as of the date of withdrawal/dismissal and will begin accruing on same date.
3. If a repayment agreement is not established or becomes sixty (60) days past due, the remaining balance will be referred to a collection agency; and the former student will be responsible for all related costs the University incurs that are associated with collecting the debt.

## Debts Owed to ATSU

Fees and expenses charged by an attorney or collection agency to secure payment of any debt owed to ATSU by a student or former student will be the responsibility of such student or former student.

## Refund Information

### Tuition Refund Policy

A.T. Still University adheres to a fair and equitable refund policy consistent with the requirements established by the U.S. Department of Education. This policy applies to students who officially withdraw from any program or course while attending the University. In order to officially withdraw, students must complete either an ATSU Withdrawal/Exit Process form (please contact your academic advisor) or an ATSU Course Add/Drop Request. The following information also applies to students who are administratively withdrawn or dismissed from a program.

### Refund Policy for Residential and Pay per Credit Programs

Students who withdraw by the end of the seventh calendar day of the term will receive a 100% refund of tuition, educational supply and technology fees. Equipment fees will be waived if the equipment is returned to the school in the condition in which the student received it.

For students withdrawing after the seventh calendar day of the term, ATSU will determine the amount of tuition, fees and equipment charges (if any) incurred by the student by calculating how many calendar days attended in the payment period divided by the total number of calendar days in that same payment period. A student who withdraws after the 60% point of the term will not be entitled to a refund. Students will be eligible for a refund of Title IV aid based on this formula.

#### *Student Refund Example*

A student withdraws after 51 calendar days, but paid for 153 calendar days. The student would have incurred 33.3% of educational costs. Therefore, ATSU would refund 66.7% of the tuition, fees, and equipment charges paid.

- Educational costs paid for 153 calendar days = \$17,280.00
- Calendar days attended by the student = 51
- $51/153 = 33.3\%$  (Percentage of educational costs incurred by the student)
- $33.3\% \text{ of } \$17,280 = \$5,754.24$  (Educational costs incurred by the student)
- $\$17,280 - \$5,754.24 = \$11,525.76$
- Amount of the ATSU refund = \$11,525.76

### Refund Policy for Dropped Course

An online pay per credit student who drops a course in the current term (but remains actively enrolled) will be subject to the following refund policy:

Student drops a course between calendar days 1-7 of the course	100% refund
Student drops a course between calendar days 8-14 of the course	50% refund
Student drops a course on or after the 15th calendar day of the course	0% refund

### Refund Policy for Programs Charged in Full at the Beginning of the Program

Students who withdraw prior to logging into the first course will receive 100 percent refund of tuition minus a \$250 administrative fee.

Students who withdraw prior to completing the first course will receive 100 percent refund of tuition minus a \$500 administrative fee.

Students who withdraw after completing the first course or thereafter will receive a prorated refund minus a \$500 administrative fee.

### Federal Direct Student Loans

The information contained in this section is referring specifically to Title IV, Federal Direct student loan opportunities available to students at ATSU. This information is required for students who apply for and accept Title IV, Federal Direct student loans. More information about Federal Direct student loans and other types of aid may be found on the Enrollment Services website.

### Satisfactory Academic Progress for Federal Financial Aid

According to the United States Department of Education regulations (34CFR 668.16 and 668.34), all students receiving Title IV funds must meet and maintain a set of academic standards that demonstrate they are meeting satisfactory academic progress. Satisfactory academic progress (SAP) is measured in terms of qualitative and quantitative standards and must be measured regardless of whether the student received financial aid for the terms and credits measured. Academic progress will be checked annually after spring grades are posted.

#### *Qualitative Measure*

The qualitative measure of a student's progress is measured by reviewing a student's cumulative grade point average or comparable norm. The minimum cumulative GPA or comparable norm students must maintain to remain eligible to apply for Title IV financial aid at A.T. Still University is as follows:

**Programs operating on a 4.0 scale (A, B, C, etc.):** Students must maintain a minimum 2.00 cumulative GPA.

**Programs operating on a 100% scale (final grade of 80%, etc.):** Students must maintain at least a 70% cumulative GPA.

**Programs operating on a Pass/Fail scale (P, HP, H, LP & RP grades):** As pass/fail grades do not have a numeric value assigned, the calculation used for the quantitative measure will also measure the qualitative measure for programs operating solely on pass/fail grades. The credits attempted will be compared to the credits earned [credit hours attempted ÷ credit hours earned] with students needing to achieve 67% or higher. ATSU recognizes the 67% threshold as at or above the same academic expectations of each program and therefore a comparable norm.

#### **Additional Grading Considerations**

Courses that have a grade of incomplete or in progress at the time Enrollment Services calculates SAP will not be included in the GPA calculation. When the incomplete or in progress grade has been replaced with the final grade, this course will be included in the GPA calculation at the first SAP review following the final grade entry.

Transfer grades of TR and Withdraw grades of W do not calculate into GPA calculation. Repeated courses are only calculated into the GPA on the most recent attempt.

#### *Quantitative Measure*

#### **Pace of Progression**

Pace of progression is required to ensure students are on track to meet the maximum time frame requirement. Every student's pace of progression is measured at each standard review time by calculating the [credit hours attempted ÷ credit hours earned]. Federal financial aid recipients must maintain a 67% minimum completion rate for attempted credit hours. Credit hours for a course are earned by completing and passing the class. Dropped, failed, and remedial courses for which no credit is received do not count towards credit hours earned but do count toward credit hours attempted. Courses dropped during the add/drop period will not be counted in credits attempted.

#### **Additional Grading Considerations**

Courses that have a grade of incomplete or in progress at the time Enrollment Services calculates SAP will not be included in the pace of progression calculation. When the incomplete or in progress grade has been replaced with the final grade, this course will be included in the pace of progression calculation at the first SAP review following the final grade entry.

#### **Example 1:**

A student has completed four courses that are 3 credit hours each. The student successfully passed three of those courses and failed the fourth course. The student has attempted 12 credit hours, but has only earned 9 credit hours. This student's calculation would be  $9 \div 12 = 75\%$  completion rate, and they would still be meeting the Federal financial aid SAP requirement. Their eligibility to receive Title IV loans would still be active.

#### **Example 2:**

A student pursuing a doctorate degree requiring 120 credit hours may attempt up to 180 hours before financial aid eligibility is suspended ( $120 \div 180 = 67\%$ ).

#### **Maximum Time Frame**

Financial aid recipients must complete an educational program within a time frame no longer than 150% of the published length of the educational program. All attempted withdrawn, failed, repeated, and/or transferred credits that apply to a student's program count toward this maximum time limit. For example, a student pursuing a doctorate degree requiring 120 credit hours may attempt up to 180 credit hours before financial aid eligibility is suspended ( $120 \times 150\% = 180$ ).

#### **Additional Grading Considerations**

Courses that have a grade of incomplete or in progress at the time Enrollment Services calculates SAP will not be included in the 150% calculation. When the incomplete or in progress grade has been replaced with the final grade, this course will be included in the 150% calculation at the first SAP review following the final grade entry.

### *SAP Statuses*

ATSU's Enrollment Services will conduct a SAP review annually. During this review, each student's cumulative GPA and pace of progression will be assessed and determine the student's SAP status. Each SAP status is defined below.

#### **SAP Met**

Students meeting the required GPA and with at least a 67% pace of progression will have a SAP status of SAP Met. This entitles the student to continued eligibility for Title IV aid.

#### **SAP Suspension**

Students who fail to meet the GPA and pace of progression requirements are placed on SAP suspension for the Fall term and are not eligible for Title IV financial aid until their GPA and/or pace of progression return to the minimum requirements. These students will receive written notification to their ATSU email account of their failure to comply and that future Title IV financial aid will be canceled. This status can be appealed.

### *Appealing a SAP Suspension*

Students who have earned a SAP Suspension status may submit a written appeal to Enrollment Services for reinstatement of eligibility prior to the start of the next payment period. Occasionally, extenuating circumstances contribute to their inability to meet the requirements for satisfactory progress. Extenuating circumstances include, but are not limited to, the following:

- Death of an immediate family member
- Severe injury or illness of the student or an immediate family member
- Emergency situations such as fire or flood
- Legal separation from spouse or divorce
- Military reassignment or required job transfers or shift changes

Students who have extenuating circumstances may appeal by completing and submitting the SAP Suspension appeal form that is included in the SAP Suspension notification email to [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu). A student will be notified if additional supporting documentation is required. The completed appeal form and supporting documentation will be presented to the SAP Committee for consideration. The student will be notified via ATSU email of the SAP Committee's decision and recommendations.

A student whose appeal is denied will remain on SAP Suspension and therefore will be ineligible to receive Title IV financial aid until eligibility is reestablished by completing courses without Title IV financial aid in one or more payment periods at ATSU. Regaining eligibility requires the cumulative GPA and/or pace of progression meet the required standard.

#### **SAP Probation**

If a student appeals their SAP Suspension status and the appeal is approved, that student is put on SAP Probation for one payment period. A student may receive Title IV financial aid while on SAP Probation. If a student fails to meet SAP standards during the term of SAP Probation, their status will move to SAP Suspension, losing their eligibility to receive Title IV aid until that time that they return to SAP standards. Students may request an additional appeal if the reason for the continued academic issues is different than the reason used for any prior appeal.

#### **SAP Probation with an Academic Plan**

If the SAP Committee determines that the student needs more than one payment period to meet SAP standards, the Committee may elect to place the student on SAP Probation with an academic plan. This plan will be assessed at the end of each payment period to determine if the student is making progress towards SAP standards. If it is determined that a student is not making the necessary progress, the student may be moved back to SAP Suspension status. This status is eligible for an appeal.

### **Reinstatement**

Federal financial aid may be reinstated when one of the following conditions has been met:

The student completes courses without federal aid in one or more payment periods at ATSU until the cumulative GPA and/or pace of progression percentage meet the required standard.

OR

The student files an appeal and the SAP Committee approves the appeal. It is the student's responsibility to notify Enrollment Services when reinstatement conditions have been met.

### **Return of Title IV Funds Formula**

If a Title IV recipient withdraws during a payment period, the institution will calculate the amount of Title IV funds that was unearned by the student and wire the funds back to the lender. Unearned Title IV funds is determined by how many calendar days are remaining in the payment period divided by the total number of calendar days in the payment period. Unearned Title IV funds will be returned to the lender, up to 60% of the payment period for which the student was charged tuition/fees and equipment charges. After 60% of the payment period, the student will have earned all Title IV funds for that payment period and no financial returns or refunds will be made.

For example, if a student paid tuition, fees, and equipment charges (if applicable) with Title IV funds for 174 calendar days, but withdrew after 87 calendar days, the percentage of Title IV funds earned will be 50.0%. Unearned Title IV funds will be 50.0%, as well. Therefore, ATSU will return 50.0% of all Title IV funds to the lender. (Please note: The federal funds may not cover institutional charges due to ATSU at withdrawal. So, the student may owe a balance to ATSU upon withdrawal.)

- Tuition, fees, and equipment charges paid with Title IV funds for 174 calendar days = \$37,000.00
- Student enrolled for 87 calendar days out of 174
- $87/174 = 50.0\%$  (Percentage of Title IV funds unearned)
- $50.0\% \text{ of } \$37,000.00 = \$18,500.00$  (Unearned Title IV funds)
- Amount ATSU returns to the lender = \$18,500.00

The funds must be paid back to the federal loan programs in the following order:

1. Federal Unsubsidized Stafford Loan
2. Federal Perkins Loan (if applicable)
3. Federal GradPLUS Loan

### **Military Tuition Assistance**

For assistance with utilizing your military tuition assistance benefits, please contact the Finance Office by email at [studentaccounts@atsu.edu](mailto:studentaccounts@atsu.edu) or by phone at 1.866.626.2878 ext. 2533.

Tuition Assistance (TA) is a Department of Defense (DoD) program. VA does not administer TA. Some students may be prohibited from simultaneously receiving education benefits from VA and TA benefits from the military.

#### Steps for Applying for Tuition Assistance:

1. All prospective TA students must first speak with their unit Education Service Officer (ESO), a military counselor, or visit their local installation Education Center regarding their desire to use Federal Tuition Assistance. Service members must coordinate with ESO's and receive approval before they begin using Federal Tuition Assistance.
2. After obtaining the proper approval, visit the TA portal for your respective branch and create an account.
3. You may now contact your A.T. Still University representative to schedule your coursework.
4. Log into your branch portal account and request tuition assistance for each of your classes. You'll need to have your A.T. Still University billing statement and your class schedule in digital form to upload onto the portal if/when prompted.
5. Revisit the portal routinely in the days and weeks following your request. Once your request is approved, you will receive a TA authorization statement.
6. Email your TA authorization statement to A.T. Still University Student Accounts (studentaccounts@atsu.edu).

All TA vouchers must demonstrate approval was received prior to start of the course.

#### Requirements for Return of Tuition Assistance (TA) Funds

- All Tuition Assistance (TA) Funds will be returned directly to the military service, not to the service member.
- Up to the start date, 100% of all TA funds will be returned to the appropriate military service when the service member fails to: begin attendance, start a course (regardless if the student starts other courses), or the course is cancelled.
- All Tuition Assistance (TA) funds will be returned according to the University's institutional refund policy.

A committee comprising of the dean of the applicable school, the university CFO, and Vice President for Student Affairs will determine the appropriate actions needed when a Service member ceases their attendance due to a military service obligation. This decision will take into consideration the unique circumstances for each individual Service member, with the goal of no student debt for the returned portion.

#### Veterans Benefits

A.T. Still University of Health Sciences, in compliance with The Veterans Benefits and Transition Act of 2018, Section 3679 of title 38, will not impose any penalty on a covered individual due to the individual's inability to meet his or her financial obligations to ATSU due to the delayed disbursement of funding from VA under chapter 31 or 33.

For the purposes of certifying VA Benefits, the University will determine enrollment status.

For assistance with utilizing your veterans benefits at ATSU, please contact your School Certifying Official via Enrollment Services by email at [enrollmentservices@atsu.edu](mailto:enrollmentservices@atsu.edu) or by phone at 1.866.626.2878 ext. 2019.