

Clerkship Directors Committee	
AGENDA	
December 16, 2016	12:00-12:50 p.m. Deans Conference Room
Dr. Tad Mabry, Chair	Recorder: Ms. Lauren Moniot
Lunch will be served.	
Agenda Items	Responsible Individual
1. Approval of the November 18, 2016 Minutes	Mabry
2. Systemic health integration in Pt. Care – What next? <ul style="list-style-type: none"> Departmental scan – if/how/where teaching occurs D3 Clerkship Director – Address/assess vs. initial teaching 	Mabry/Krupp
3. Student Code of Conduct	Timmons
4. Unified Referral Process	Garcia
5. Scheduled course time – “50/10” mins maximum	Garcia
6. Roundtable comments	All
7. Next Meeting: January 20, 2017	

Action Items			
Status	Action to be taken	Responsible	Due Date
Pending	Next steps in Assessment – progress	Krupp	January 2017
Pending	StartCheck Implementation Follow-up	Mabry	
Pending	How patients enter into the COD	Kanellis	
Pending	Patient “flow” – pt needs into clerkships.	Yoder	
Pending	Nitrous Oxide Policy – Update	Mabry	

Clerkship Directors Committee:

Dr. Tad Mabry, Chair
 Nidhi Handoo
 Terry J. Lindquist
 Saulo L. Sousa Melo
 Michael Murrell
 William J. Synan
 Erica C. Teixeira
 Fabricio Teixeira
 Sherry Timmons
 Paula Weistroffer
 Becky Todd
 Joni Yoder
 John Lorenz – D4
 Megan Timm – D3
 Emillie Kenne – D3

Ex Officio:

Sherry R. Timmons*, Chair, CAPP
 DC Holmes, Chair, Curriculum Committee
 Ronald Elvers, Director of Clinics
 Lily T. Garcia, Associate Dean for Education
 Mike Kanellis, Associate Dean for Patient Care
 Michelle Krupp, Director, Education Development
 Galen Schneider, Executive Associate Dean
 Cathy Solow, Associate Dean for Student Affairs

Clerkship Directors Committee Minutes – December 16, 2016

Members Present: Drs. Tad Mabry (Chair), Terry J. Lindquist, Saulo L. Sousa Melo, Michael Murrell, Erica C. Teixeira, Fabricio Teixeira, Sherry R. Timmons, Paula Weistroffer, David C. Holmes, Ronald Elvers, Lily T. Garcia, Mike Kanellis, Ms. Becky Todd, Ms. Joni Yoder, Ms. Emillie Kenne (D3), Ms. Megan Timm (D3), Mr. John Lorenz (D4) and Ms. Michelle Krupp

Members absent: Drs. Nidhi Handoo, William J. Synan, Galen Schneider and Dean Cathy Solow

Guests: None

Meeting called to order at 12:08pm.

- I. Approval of November 18, 2016 minutes. No corrections noted. Motion to approve the minutes, motion approved.
- II. Systemic health integration in Pt. Care- What next?- Dr. Tad Mabry and Ms. Michelle Krupp
 - Clerkships can do a departmental scan to find out if/how/where teaching occurs on systemic health integration in patient care. There is some disconnect with students applying disease conditions/implications to patient care in the D3 year.
 - It was discussed how D3 clerkship directors reinforce this learning process for the students. Suggestions included:
 - i. Using the ADA Handbook as a resource for guidelines that all clerkships (students and faculty) can follow. Guidelines could be distributed to all D3 students so when they encounter a patient with systemic disease, they can refer to the guidelines to help them with the thought process on how to go about treating the patient.
 - ii. Electronically poll the clerkship directors and students using Survey Monkey, or similar, to find the top diseases that affect each clerkship.
Once data is collected, have a work group use the ADA handbook to draft guidelines that can be vetted in the committee.
 - iii. Using case presentations reinforce the systemic health integration. Expectations should be the same across the board in all clerkships. Students could be assigned a disease topics and give a 30 minute presentation referencing the guidelines. Faculty should be present to clarify any discrepancies that may come out of the presentation with resourced information.
 - Ms. Michelle Krupp ran a report that outlines which courses in the curriculum address the collegiate competency 6.5: Recognize the manifestations of systemic disease and how the disease and its management may affect the delivery of dental care. Data was reported from each course director. This information identifies where and how the competency is taught and assessed and can be used to help us determine gaps and curricular threads.

ACTION ITEMS: Office for Education will send out a survey for top 6 diseases to clerkship directors and students.

- III. Student Code of Conduct- Dr. Sherry Timmons **SEE ATTACHMENT**
 - The Student Code of Conduct is located in the student handbook on the IntraDent. CAPP had a working group that went over all of the information and came up with the new edition. Every fall, Dr. Timmons speaks to the students about the code of conduct. They are not required to sign it, but with them being

present they acknowledge that they received this information. Focus groups with students, faculty, and staff came up with this code of conduct.

- The code of conduct is reviewed and edited approximately every 1 ½ years. Please notify Dr. Timmons or Dean Solow if there are any revisions needing to be made.

IV. Unified Referral Process- Dr. Lily Garcia

- The Advanced Education Committee, has been discussing the D3-to-Resident specialty referral process. As a result, a unified referral process in Axiom is being developed to document the process and help close the loop. Once the Advanced Education Committee receives specific referral information from each specialty, Mr. Jerry Gehling will present the AxiUm form and process to us.

V. Scheduled course time- "50/10" mins maximum- Dr. Lily Garcia

- Dr. Garcia stated that the "50/10" minutes maximum policy will be implemented soon. The purpose of the policy is to limit lectures to no longer than 50 minutes and provide breaks for students to absorb and process information. Faculty should make efforts to actively engage students during lectures (suggested every 12-13 minutes) to increase learning and student attention.

VI. Roundtable Comments- All

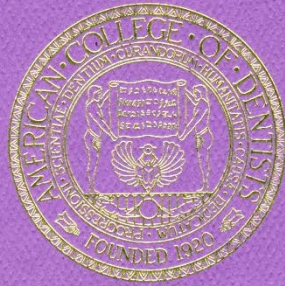
- No roundtable comments.

Next Meeting: **January 20, 2016**

Minutes recorded: Ms. Lauren Moniot

CAPP COMMITTEE AND ACADEMIC & PROFESSIONAL CODE OF CONDUCT

Sherry R. Timmons, DDS, PhD
Collegiate Academic and Professional
Performance (CAPP) Committee
Chair



ETHICS HANDBOOK
FOR DENTISTS

An Introduction to Ethics, Professionalism,
and Ethical Decision Making

American Dental Association

PRINCIPLES OF

Ethics

AND

CODE OF

Professional Conduct

With official advisory opinions revised to April 2012.

COLLEGE OF DENTISTRY ACADEMIC AND PROFESSIONAL CODE OF CONDUCT

COLLEGE OF DENTISTRY

ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

- ◉ The code is a consensus on mutually accepted standards of behavior to facilitate the achievement of our clinical, educational and scientific goals.
- ◉ The code relies on the concepts of personal honor, personal and professional responsibility, honesty and integrity
- ◉ The professional code is dedicated to patient service and patient well-being as well as your educational experience.

COLLEGE OF DENTISTRY

ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

- ◉ We have a shared responsibility for promoting and maintaining the highest code of professional ethics within the College, the local community and beyond.
- ◉ Students' ethical responsibility to their patients is not limited solely to the application of technical skills, but also includes attention to each patient's unique personal characteristics.

COLLEGE OF DENTISTRY

ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

- ◉ The revised code is based on the ADA Principles of Ethics and Code of Professional Conduct, the Ethics Handbook For Dentists from the American College of Dentists and standards set forth at the University of Iowa Code of Student Life

http://intradent.dentistry.uiowa.edu/students


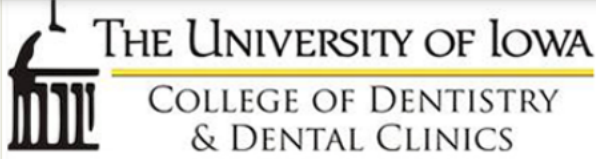
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- [D4 Absence Form](#)

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ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

◉ Format

- 12 items listed
- Examples of your obligations
- Examples of situations that violate your obligations

COLLEGE OF DENTISTRY ACADEMIC AND PROFESSIONAL CODE OF CONDUCT

COLLEGE OF DENTISTRY AND DENTAL CLINICS

Table of Contents

Introduction.....	2
Student Responsibility.....	3
Code of Conduct.....	3
1. Educational experiences and performance	3
2. Professional interaction	5
3. Student assessment and feedback	5
4. Clinical patient interaction and informed consent	6
5. Communications	7
6. Patient Confidentiality	8
7. Conduct in non-collegiate educational environments	9
8. Non-professional relationships	10
9. Conduct outside of the College of Dentistry	10
10. Legal and illegal substance abuse and distribution	10
11. Safety	11
12. Collegiate dress code	12
Attesting to receipt of the Code of Conduct	13

COLLEGE OF DENTISTRY

ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

1. Performing all educational experiences (classroom, clinical, laboratory) with integrity, fairness and honesty.
2. Interacting with all faculty, staff and students in a professional manner.
3. Demonstrating attitudes and characteristics that are receptive to feedback in the classroom, laboratory and clinical settings.

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CODE OF CONDUCT

4. Respecting a patient's right to make their own oral care health decisions. Your responsibility to adequately and honestly inform patients of their oral health needs and treatment options.

5. Treating your patients with dignity, compassion and understanding, with fairness and justice in a manner free of prejudice.

6. Ensuring that patient record and health care confidentiality is maintained at all times and to follow state and federal regulations, e.g. Health Insurance Portability and Accountability Act (HIPAA) regulations.

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CODE OF CONDUCT

7. Conducting yourself in a professional manner with high ethical standards during community service activities, extramural rotation experiences, and meetings of professional organizations.

8. Guidelines for what is deemed to be inappropriate relationships with faculty, instructors and staff.

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CODE OF CONDUCT

9. Behaving in a professional manner within the College of Dentistry and Dental Clinics as well as within the community.

10. Abiding by professional and societal expectations regarding the use of both legal and illegal substances.

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CODE OF CONDUCT

11. Demonstrate respect for others and their property. Prohibiting any physical or verbal behavior whether in person or on electronic (e.g. social media) that is threatening, harassing or demeaning to others.

12. Following the collegiate guidelines with respect to attire and physical hygiene.

COLLEGE OF DENTISTRY

ACADEMIC AND PROFESSIONAL

CODE OF CONDUCT

- Violations of the standards and behaviors outlined in this Code of Conduct will be referred to the Collegiate Academic and Professional Performance (CAPP) Committee for review. The CAPP Committee will recommend actions as outlined in the Collegiate Academic and Professional Performance Committee Procedure Manual.