

Members Present: Drs. Nidhi Handoo (Chair), Dr. Bruno Das Neves Cavalcanti, John Hellstein, Justine L. Kolker, Saulo Sousa Melo, William J. Synan, Becky Todd, Paula Weistroffer, Megumi Williamson, Nick Economos (D4), David C. Holmes, Lily T. Garcia, Sherry Timmons, Michelle Krupp

Absent: Drs. David M. Bohnenkamp, Jennifer Hartshorn, Terry J. Lindquist, Tad Mabry, Joni Yoder, Ryan Mooneyham (D3), Alyssa Spilski (D3)

Guests: Dr. Patricia K. Meredith, Jerry Gehling

Meeting called to order at 12:06 p.m.

I. **Approval of October 19, 2018 minutes** – Dr. Handoo

MOTION: to approve the October 19, 2018 minutes as submitted. Motion seconded.
MOTION APPROVED.

II. **Introductions** Nick Economos (D4)

III. **IDASP Survey (20 mins)** – Dr. Meredith (see attachment)

A. Dr. Meredith provided a summary of responses from the clerkship directors' survey regarding the IDASP program. Some of the survey results provided discussion as follows:

- Timing or design of the first question may have biased respondents which generated more “no” responses.
- There is a need to have better AxiUm training: focus on the oral diagnosis component to include phasing, sequencing. All clinics need to emphasize the training.
- Student input – Practice cases were helpful; coding was difficult but the search feature helped.
- Need to address lack of student experience in removable partial denture design.
- Oral Pathology knowledge was very limited; heavy focus on decision tree.
- Terminology was foreign to the students; they didn't access online reference. Dr. Meredith will add information about terminology to the website.
- Operative clinical skills – need to address prior to starting the clerkship.
- Endodontics – suggested IDASP go through the sophomore course; requires restructuring the program.
- Need more integration with their classmates; they are assigned “block buddies” and D4 ambassadors.
- D2 experiences are sporadic, lack repetition of experiences although not identified specifically.

B. Dr. Meredith stated IDASP enrollment remains at 4 students. If a change is proposed, the change would be discussed with this committee.

- C. Summer CE Program – a review committee meets twice during the summer program to hear of student progress. There is a need to discuss what improvements should be made; send suggestions to Dr. Meredith.

IV. **D3 Clerkship Attendance Policy – Draft (5 mins)** – Dean Timmons (see attachment)

- A. A need to modify the D3 Clerkship Attendance policy was identified by the Office for Student Affairs. It was noted that the Clerkship Directors Committee must provide input and revision. Questions remain regarding implementation date and the need for clear messaging to all, including but not limited to students, clerkship directors, and clinic clerks.
- B. Dean Timmons managed the process to address D3 attendance; a version was shared for input.
- C. Family generates AxiUm reports showing approved absences and requested personal vs. professional days off. These are easier since the form does not allow for multiple dates in one request. In contrast, the D3 form is currently configured to allow requests for multiple dates on one form.
- D. The new policy can be put into effect as soon as Monday, November 19, 2018.

Motion: to approve policy as written. Motion seconded and approved.

Action Items:

- Add discussion to the agenda for the next meeting.
- Explore updating D3 form to match D4 form.
- Invite 2-3 clerkship directors to meet with Jerry in the interim.

V. **INBDE – Clinical Scenarios** – Ms. Krupp

- A. The Office for Education met with D1 and D2 students to present options for NBDE and the new INBDE. It was suggested for students to take Part I NBDE according to current understanding of the exam and promotion considerations. This will allow for flexibility and the option to decide later on whether or not to take NBDE Part II or the INBDE.
- B. The biomedical and clinical integration work group is developing a survey for the clerkship directors to rate relevance and importance of biomedical topics. There will also be a course director workshop at end of the year to learn how to construct integrated test questions.

VI. **DS Progression – “Snapshot”** – Ms. Krupp/Dr. Handoo

How can we promote student academic success and identify other challenging issues rather than waiting later in the year? A mechanism to document concerns and identify trends of students who are struggling, yet still passing clerkships/courses is being developed. At the next meeting, the process will be presented for discussion and feedback.

Action Item: Add to the agenda for the next meeting.

VII. **Roundtable** – Dr. Handoo

Next Meeting: December 21, 2018

Minutes recorded: Ms. Brenda Selck

D3 Clerkship Directors 2017-2018 Survey

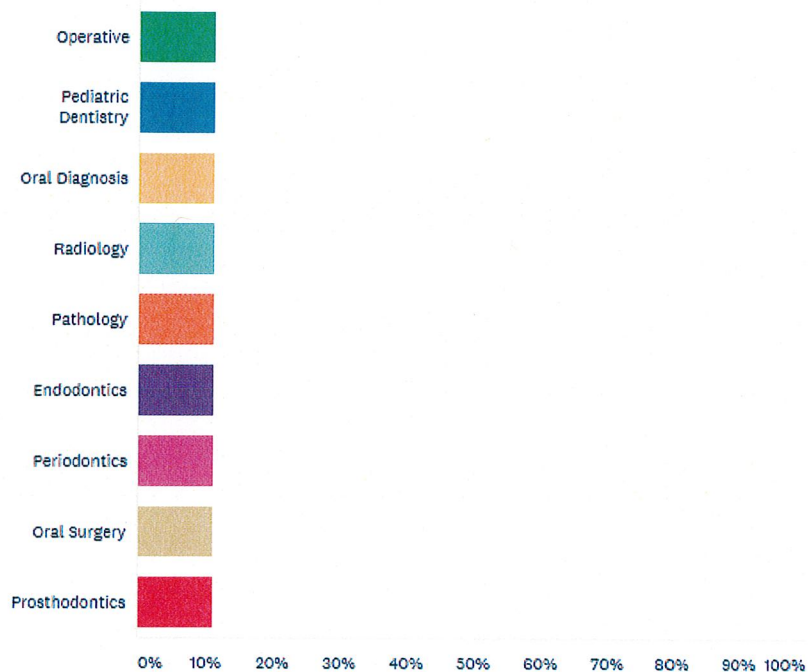
Q1

Customize

Save As ▼

Please identify your clerkship:

Answered: 9 Skipped: 0



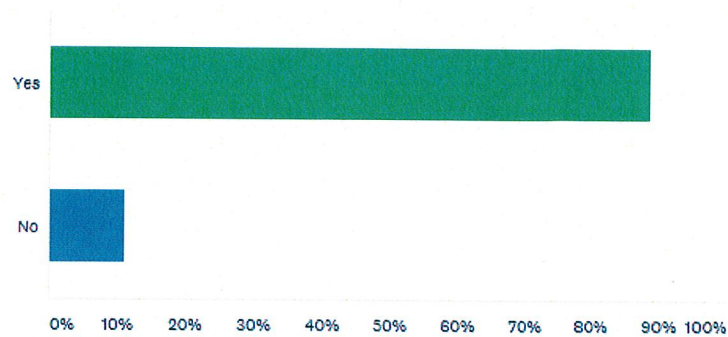
Q2

Customize

Save As ▼

As a group were the IDASP students as prepared didactically to begin your clerkship as other D3 students?

Answered: 9 Skipped: 0



ANSWER CHOICES

▼ Yes

▼ No

TOTAL

▼ RESPONSES

88.89%

11.11%

8

1

9

[Comments \(1\)](#)

Showing 1 response

☐ This is based on 4 IDASP students from 2017-2018 academic year

9/11/2018 11:48 AM

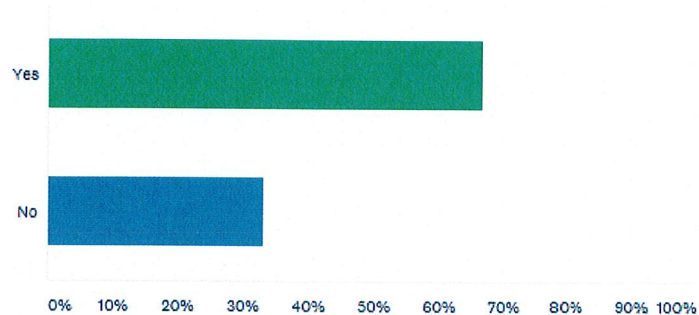
[View respondent's answers](#)

Q3

[Customize](#)[Save As](#) ▼

As a group were the IDASP students as prepared clinically to begin your clerkship as other D3 Students?

Answered: 9 Skipped: 0



ANSWER CHOICES

▼ RESPONSES

▼ Yes	66.67%	6
▼ No	33.33%	3
TOTAL		9

[Comments \(2\)](#)

Showing 2 responses

☐ It varies from individual to individual

9/25/2018 10:07 AM

[View respondent's answers](#)

☐ More help with Axium training needed.

9/11/2018 11:48 AM

[View respondent's answers](#)

Q4

Save As ▼

As this is the first year for IDASP in the clerkships, please identify areas which could be improved.

Answered: 7 Skipped: 2

RESPONSES (7) TEXT ANALYSIS TAGS (0)

Showing 7 responses

☐ NA

9/25/2018 10:32 AM

[View respondent's answers](#)

☐ In Endo, a suggestion would be having these students starting earlier and going through the End Sophomore course with the D2.

9/25/2018 10:07 AM

[View respondent's answers](#)

☐ 1) Axiom Training 2) Better integration with their classmates 3) More shadowing in OD Clinics?

9/11/2018 11:48 AM

[View respondent's answers](#)

☐ They tend to be weaker in RPDs but do catch on quickly. Axiom is can also be a struggle, having a classmate that can mentor them is helpful.

9/4/2018 4:53 PM

[View respondent's answers](#)

☐ Axiom training

9/4/2018 4:05 PM

[View respondent's answers](#)

☐ I did not face any significant issues with the IDASP students during last year. It was, occasionally, clear that some of them had a specific approach and/or mindset based on their previous experiences, but they were able to adjust in a, relatively short period. Their clinical skills were overall very good.

9/4/2018 3:53 PM

[View respondent's answers](#)

☐ Hhhh

Q5

Save As ▼

What do you consider to be the maximum number of total students possible in your clerkship at one time?

Answered: 8 Skipped: 1

Showing 8 responses

- ☐ 12 students per group. 6 students per day (the other 6 would be in OD).
9/25/2018 10:32 AM [View respondent's answers](#)
- ☐ 42, as it is now (40 regular and 2 IDASP) would be the maximum
9/25/2018 10:07 AM [View respondent's answers](#)
- ☐ preferably 10
9/5/2018 12:27 PM [View respondent's answers](#)
- ☐ One short of what we have for units so everyone has a place and we can work with return students, 22
9/4/2018 4:05 PM [View respondent's answers](#)
- ☐ 20 - 10 on each side of the block. We end up with 12 sometimes because of a student getting held back and an international student that gets added. This is too many and the IDASP makes it even harder to have effective point of contact teaching. This plus the addition of an additional resident to each class has made it necessary to have 3 faculty on the floor but unfortunately, we only have 2 available.
9/4/2018 4:05 PM [View respondent's answers](#)
- ☐ I would consider the current number of 44 students/clerkship, to be the maximum possible (for reasons of faculty availability for coverage as well as the number of the existing units in the UG perio clinic).
9/4/2018 3:53 PM [View respondent's answers](#)
- ☐ 11
9/4/2018 3:39 PM [View respondent's answers](#)
- ☐ Yyyy

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D3 CLERKSHIP ATTENDANCE POLICY

D3 students are required to attend all classes, seminars and clinic sessions as scheduled for each clinical clerkship unless an absence has been approved in advance. Successful skill acquisition and knowledge development are dependent on consistently attending and actively participating in all clinical and didactic sessions.

Designated university holidays and collegiate vacation days include Labor Day, Thanksgiving Break, Christmas Break, Martin Luther King's Day, Spring Break, Memorial Day, and Summer Break.

To provide you with some flexibility in scheduling, each student is permitted up to **four** full-day or **eight** half-days of excused absences that can be used with prior approval from the Clerkship Director(s) whose clinic course is impacted. These days include sick time requests.

Time must be taken as a single clinic session or entire day (not hour by hour). Absences must conform to the following guidelines:

- Cannot exceed
 - One full day during a 5 week clerkship {OD/RAD/Path; Oral Surgery}
 - One full day from each of the clerkships in a 10 week block {Operative/Pediatrics}
 - Two full days during "superblock" (Prosthodontics/Endodontics/Periodontics)
- Excused absences **cannot be used to extend** University holidays or designated breaks
- Excused absences **cannot be saved** until the end of the academic calendar year

Attendance at a state, regional or national meeting for Continuing Education credit will count against excused absences.

Absences will be tracked and you may not take more time off than the allotted four days without special permission from the Associate Dean for Student Affairs in consultation with the course director(s).

Advance planning is recommended whenever possible. Upon your absence request, the clerkship director may provide counseling about your individual academic progress and make recommendations based on academic status. It is at the clerkship director's discretion to determine if additional experiences are required in lieu of the absence(s). Individual clerkships may have a maximum number of student absences allowed for a clinic session, which may affect your request.

With pre-approval from the respective clerkship director(s), D3 students in good academic standing are allowed time to present at scientific conferences or attend as a leader in a national organization. In this instance, the absence will not count against the number of excused absences. You are still required to submit the appropriate documentation through AxiUm and designate the 'Type of Absence' as Professional.

Steps for requesting time away from D3 Clinic for personal or professional reasons:

- 1) Complete the "absence request" form in AxiUm.
 - designate Type of Absence as:
 - Personal, or
 - Professional (indicate name of the meeting and purpose, e.g. presenter, leader)
- 2) Use the "running man" to forward the request to your clinic clerk.
- 3) The clinic clerk will review your schedule and approve your request if appropriate.
- 4) The clinic clerk will forward your request to the Clerkship Director using the "running man".
- 5) The clerkship director will approve your request if appropriate.
- 6) The clerkship director will forward your request to the Associate Dean of Student Affairs and back to the Clinic Clerk so all parties know the request has been approved.
- 7) The Associate Dean of Student Affairs will forward the approved or denied request to the D3 student.
- 8) Until you receive the completed form with all approvals, do not assume your absence has been approved.

8-13-2018; Updated 11-19-18