



OAKLAND UNIVERSITY WILLIAM BEAUMONT



Student Handbook

2019-2020 Academic Year

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About OUWB

Oakland University (Oakland) and Beaumont Health (Beaumont) were founded at approximately the same time, half a century ago, in close proximity to each other and in a region of greater Detroit.

Oakland University and Beaumont Health

Today, Oakland is one of 15 public universities in Michigan. Oakland has an enrollment of approximately 19,309 students and a Carnegie classification of doctoral/research university-intensive.

Beaumont is a not-for-profit organization formed to provide high quality, efficient, accessible services in a caring environment for southeastern Michigan residents and beyond.

OUWB medical students train at three of the eight Beaumont Health Hospitals: Beaumont Royal Oak, Beaumont Troy, and Beaumont Grosse Pointe.

The Partnership Between Oakland University and Beaumont Health

Oakland and Beaumont both recognized the negative impact a physician shortage would have on the quality of health care available to the residents of Michigan. Following exploratory discussions, including discussions with community leaders, it was concluded that the combined faculty, staff and infrastructure resources of Oakland and Beaumont provide a remarkably strong base on which to build a new medical school to help satisfy the demand for physicians in Michigan and the nation.

In January 2007, Oakland and Beaumont submitted a letter of intent to the LCME to initiate the formal process of accrediting a new allopathic medical school. The initiative to fund a new medical school was approved by both Beaumont Hospital Board of Directors and Oakland University Board of Trustees on July 31, 2008.

On February 10, 2015, Oakland University William Beaumont School of Medicine was granted full accreditation by the Liaison Committee on Medical Education. This five-year accreditation fulfills a promise Oakland University and Beaumont Health leaders made six years ago to build an innovative new medical school in Oakland County committed to providing exceptional training for new physicians.

Mission, Vision, Values, and Goals

Mission

Oakland University William Beaumont School of Medicine is a collaborative, diverse, inclusive, and technologically advanced learning community, dedicated to enabling students to become skillful, ethical, and compassionate physicians, inquisitive scientists who are invested in the scholarship of discovery, and dynamic and effective medical educators.

Vision

Oakland University William Beaumont School of Medicine will be recognized by its students and faculty members - and by their peers in the global medical community - as a premier educational environment for individuals to become physicians and to study medicine throughout their lives, to transform the practice of medicine through research, and to lead in promoting, maintaining, and restoring health to individuals and communities served by the school and its graduates.

Values

Our values will guide our actions and describe how we will behave and work together to achieve our mission and vision.

- **Compassion**
We are a "School that cares" by having a safe and secure environment that treats everyone with respect, sensitivity, dignity, decency and empathy in all our endeavors.
- **Partnership, Collaboration, and Teamwork**
We are dedicated to collegiality, collaboration, teamwork, and mutual respect as enthusiastically we work together within and across organizational boundaries in pursuit of our mission.
- **Innovation**
We pursue all avenues to energize and encourage creativity while cultivating and nurturing the school environment to foster the unique talents of our students, staff and faculty.
- **Professionalism**
We value honesty, integrity and ethical conduct in dealing with our students, patients, faculty, staff, and the community we serve.
- **Quest for Excellence**
We commit to doing the best for everyone who interacts with the school by always striving to build upon and enhance what already has been achieved.

Goals

OUSB School of Medicine is committed to:

- Achieving and sustaining excellence in medical education, research, and patient care
- Serving our community through the faithful execution of our mission

Our mission is accomplished through the following goals, which exemplify a student-centered approach to biomedical education, a patient-centered approach to the delivery of healthcare, and a focus on highly original research that includes the biomedical sciences and extends beyond the laboratory to all disciplines that impact the health of patients and their communities:

- **Medical Student-Related Goals**
 - Provide students with an outstanding medical education
 - Maintain student debt levels at or below averages for peer institutions
 - Create an inclusive environment
- **Faculty-Related Goals**
 - Ensure a high-quality and balanced faculty workforce
 - Increase faculty scholarship

- Increase collaboration between faculty members from the School of Medicine and faculty members based in other Oakland University schools, colleges, and academic units
- **Community Engagement-Related Goals**
 - Increase the number of community engagement affiliations
 - Increase community awareness of OUWB's impact on the health of the community
 - Develop and promote a distinct identity for OUWB
- **Administration-Related Goals**
 - Ensure facilities will support the educational program
 - Ensure long-term funding to support the educational program
 - Establish a continuous quality improvement program for the School of Medicine

OUWB Culture

The Significance of the OUWB Patch

The White Coat Patch represents OUWB's Core Values. A circle represents a community. If just one point is dropped, the circle is broken. This teaches us that everyone in our community and everyone in the communities we serve - everyone has infinite value.

Two points on a circle can be far apart from each other - even 180 degrees apart - and yet, both points are equidistant from the center. This reminds us that as much as we may disagree with each other from time to time - far apart from each other in our thinking - we can still be focused equally on our core values.

Two circles border the OUWB patch.

On one level, the two circles represent the two founding institutions: the inner blue circle represents Beaumont Health and the outer gold circle represents Oakland University.

On another level, the two circles represent the two questions we ask of ourselves: what do we want to do - answered by the knowledge we acquire and the skills that we master - and who do we want to be - achieved by developing the personal attributes that contribute to a compassionate physician.

And finally, because a circle represents a community, the two circles on our patch represent OUWB's mission: OUWB is a community serving our community, locally and globally.

Learning Environment

A Special Environment to Create, Learn, and Apply Medical Knowledge

We have always wanted our physicians to be technical and scientific experts. We now expect more from them. In the words of the American Medical Association's 2007 Initiative to Transform Medical Education, the emphasis on medical students acquiring knowledge and problem solving may "lead physicians to perceive patients as simply sources of data and 'problems to be solved' instead of individuals in need."

In the words of a Beaumont Health physician-leader, "I know that you can train a doctor to be academically excellent: how do you train a physician to be kind?"

The OUWB Approach: Why?

In the coming years we, the school's founders, will no longer be here. The buildings may be different. The science taught will have surely advanced. Educational technologies and methods, now considered to be "best practices" will be replaced by more effective practices.

Our approach to medical education and service can be transmitted - one generation of faculty and staff to another and one generation of students to another.

We may influence the practice of medicine by everyone who will ever attend our school and therefore influence the life of every patient who will ever be seen by our graduates.

The OUWB Approach to Medical Education

From inception, OUWB was designed to transform medical education by emphasizing holistic physician development – a “liberal arts medical education” grounded in evidence-based medical science.

- We **select** students who bring attributes and experiences predictive of a future holistic approach to medical school and who demonstrate the academic aptitude to excel in the study of medical science.
- We **immerse** our students in a carefully designed learning environment that emerges from a generous investment of attention and care to every detail of our daily work. We aspire to facilitate the growth of a medical student into a physician who achieves at levels that surpass competency, who is compassionate, who listens with focused intensity, and who communicates clearly with elevated cultural awareness. We expect our graduates who become scientists and clinician-scientists to understand that the endpoint of every experiment is a patient awaiting an answer.
- We **guide** students along a path of personal and professional development designed to last a lifetime. Our students begin to learn communication skills within the first weeks of medical school. We promote the student's own well being through a structured program that emphasizes personal growth through reflective practice. We engage students in the study of the humanities and clinical bioethics throughout their training – not just in one course. Each student designs and executes a research program in one of many dimensions including basic research, community and public health, global and international health, healthcare disparities, medical informatics and simulation, quality and safety, health care policy and advocacy, health care disparities, and the physician as an educator.
- We **engage** students in serving the needs of the community in multiple ways. Some of these efforts have attracted national attention. That OUWB is committed to its community - local and global - should not be a surprise. For example, the 128 students in the Class of 2019 compiled more than 105,000 hours of meaningful community engagement before coming to OUWB.

OUWB Culture Page

<https://www.oakland.edu/medicine/culture>

Academics

Academic Year

Below is a listing of important dates for the 2019-2020 academic year. Please note dates are subject to change.

OUWB Academic Calendar

<https://www.oakland.edu/medicine/curriculum/academic-calendar>

M1 Academic Calendar

Important Dates: Semester 1 (Fall 2019)

August 5	Classes Begin
August 9	White Coat Ceremony
August 15	Payment Due Date
August 16	Last day to withdraw with 100% refund
September 2	Labor Day Recess
September 3	Classes Resume
September 20	Last day to withdraw with 50% refund
November 28-29	Thanksgiving Recess
December 2	Classes Resume
December 16	Classes End
December 17 - January 1	Holiday Recess

Important Dates: Semester 2 (Winter 2020)

January 2-4	Remediation Exams
January 6	Classes Begin
January 15	Payment Due Date
January 17	Last day to withdraw with 100% refund
January 20	Martin Luther King Jr. Day (Day of Service)
February 21	Last day to withdraw with 50% refund
March 16-20	Winter Recess
March 23	Classes Resume
May 22	Classes End

M2 Academic Calendar

Important Dates: Semester 1 (Fall 2019)

August 9	White Coat Ceremony
August 12	Classes Begin
August 15	Payment Due Date
August 23	Last day to withdraw with 100% refund
September 2	Labor Day Recess
September 3	Classes Resume
September 27	Last day to withdraw with 50% refund
November 28-29	Thanksgiving Recess
December 2	Classes Resume
December 13	Classes End
December 14 - January 1	Holiday Recess

Important Dates: Semester 2 (Winter 2020)

January 2-4	Remediation Exams (Fall)
January 6	Classes Begin
January 15	Payment Due Date
January 17	Last day to withdraw with 100% refund
January 20	Martin Luther King Jr. Day (Day of Service)
February 21	Last day to withdraw with 50% refund
April 13-24	Remediation Exams (Winter)
May 25	Memorial Day Recess
May 26	Classes Resume
June 19	Classes End

M3 Academic Calendar

Important Dates: Semester 1 (Fall 2019)

July 1	Classes Begin
July 4	Independence Day Recess
July 5	Classes Resume
July 12	Last day to withdraw with 100% refund

July 15 Payment Due Date

August 16	Last day to withdraw with 50% refund
September 2	Labor Day Recess
September 3	Classes Resume
November 28	Thanksgiving Recess
November 29	Classes Resume
December 20	Classes End
December 21 - January 5	Holiday Recess

Important Dates: Semester 2 (Winter 2020)

January 6	Classes Begin
January 15	Payment Due Date
January 17	Last day to withdraw with 100% refund
January 20	Martin Luther King Jr. Day
January 21	Classes Resume
February 21	Last day to withdraw with 50% refund
May 25	Memorial Day Recess
May 26	Classes Resume
June 21	Classes End

M4 Academic Calendar

Important Dates: Semester 1 (Fall 2019)

July 1	Classes Begin
July 12	Last day to withdraw with 100% refund
July 15	Payment Due Date
August 16	Last day to withdraw with 50% refund
December 15	Classes End

Important Dates: Semester 2 (Winter 2020)

January 6	Classes Begin
January 15	Payment Due Date
January 17	Last day to withdraw with 100% refund
February 21	Last day to withdraw with 50% refund
May 7	Honor Convocation
May 8	Classes End
May 8	Commencement Ceremony

*Off-cycle students may be required to complete courses after the last day of class in order to meet graduation requirements.

Academic Advising

To encourage peak academic performance in every student, OUWB Student Affairs oversees academic advising and support through the aid and assistance of the Academic Success Team, informational resources, and experiential learning opportunities.

Academic Advising Team

Student Affairs

The Director of Academic Success and Medical Student Advisor, both Student Affairs staff, are available to meet via one-on-one for academic counseling appointments regardless of academic performance. Academic counseling is available through the Academic Success Team throughout all four years of medical school. Specifically, the AST can assist with the following:

- Study planning
- Learning skills building
- Organization & time management
- Academic remediation support
- Learning resource evaluation & selection
- USMLE boards preparation
- Disability Accommodations Support

Peer Tutoring Program

Managed by the Academic Success Team, peer tutors conduct weekly large-group review sessions as well as working with students individually or in small groups to address specific needs. Tutors also work with students in the first two years developing clinical skills and clinical reasoning. Tutoring is available to OUWB students at no charge.

To learn more about the tutoring program and the request approval process, please visit: <https://oakland.campuslabs.com/engage/organization/academic-success>

NOTE: Students must log in with their Oakland University NetID and password.

Clinical Optimization Specialists

In addition to the academic support available at Oakland University campus, support is available at Beaumont Hospital Royal Oak campus through the Clinical Optimization Specialists. The COS team is a group of three Beaumont-based OUWB clinical faculty who work with third and fourth-year students in need of assistance with making a successful transition into a clinical learning environment. The COS faculty work in close collaboration with the Academic Success Team to support students through the clinical portion of the curriculum.

Faculty Members, Course Directors, and Clerkship Directors

Students may contact faculty members, course directors, and clerkship directors for assistance through Moodle and may request personal meetings during office hours or as arranged by mutual availability.

Informational Resources

The Academic Success Online Toolkit is a resource designed to help incoming OUWB students make a successful transition into the rigors of medical school. Students gain access to the Online Toolkit approximately one month prior to arriving on campus for orientation and continue to have access throughout their academic program. NOTE: You must use your Oakland University NetID and password to gain access.

Academic Success Online Toolkit

espace.oakland.edu

The AST Online Toolkit is comprised of several short modules covering the following topics:

- Adjusting to Medical School
- Study Strategies
- Time Management
- Maintaining Well-Being
- Developing Resilience

Each module includes a short didactic lecture, self-assessment tools, and words of wisdom from current OUWB students. Students are encouraged to work through each module before they arrive, then follow up with a member of the Academic Success Team to review the self-assessments and identify personalized learning strategies most effective for achieving their academic goals. Self-evaluation resources available in the Online Toolkit are:

- Learning and Study Strategies (LASSI)
- Myers-Briggs Type Indicator (MBTI)
- Where Does Your Time Go tracker and evaluation
- Wellness Assessment
- Resilience Inventory

The Academic Success MedSync portal has information about the tutoring program including the Online Request Form. The MedSync portal also houses handouts and practice worksheets from tutoring review sessions.

MedSync Portal

<https://oakland.campuslabs.com/engage/organization/academic-success>

Supplemental Academic Support/Step 1 Preparation Resources for M1 and M2 Students

In addition to the learning resources available through the Medical Library, OUWB provides all students with the following supplemental resources:

M1 Year

- A print copy of USMLE Step 1 Secrets case study book

M2 Year

- A school-administered formative NBME Step 1 Practice Test (Comprehensive Basic Science Exam)
- A discount code for the USMLE World Step 1 Question Bank
- Two USMLE World Step 1 Practice Exams
- One NBME Step 1 Practice Exam payment voucher

Experiential Learning Opportunities

The Academic Success Team offers a robust program of learning assistance workshops for students throughout all four years. Below is a sample of workshop program offerings.

M1

Introduction to Academic Success (Orientation Week)
Introduction to Self-Regulated Learning (August)
MBTI, Self-Awareness & Learning (September)
Using Assessment Feedback to Inform SRL Processes (October)
What to Do When What You're Doing Isn't Working (November)
Winter Break Recharge & Reset (December)
Learning Strategies for Organ System Coursework (January)
Self-Regulated Learning Revisited (February)
Spring Break Rest & Review - Using Midterm Feedback to Address Knowledge Gaps (March)
Realistic Summer Review Strategies (May)

M2

Introduction to the M2 Year (Orientation Session)
The USMLE Step 1 Registration Process (August)
Making the Most of the M2 Year - Student Panel (September)
Winter Break Rest & Recharge (November)
Creating a Comprehensive Step 1 Dedicated Prep Period Study Plan (January)
What to Do on Each Day of Step 1 Dedicated Time (February)
Avoiding Pitfalls & Recovering from Missteps During Step 1 Preparation (March)
Making a Successful Academic Transition to Clerkships (June)

M3

Self-Regulated Learning Strategies in the Clerkship Years (July)
The USMLE Step 2 Registration Process (October)
Step 2 Preparation (February/March)

M4

Striking Balance - Navigating Academic Responsibilities & Residency Application Season (July)

Disability Accommodations

The Director of Academic Success also works with students seeking disability accommodations. As the liaison between OUWB and the university, the Director guides medical students through the request, approval, and implementation process for school accommodations. The Director also works with students seeking accommodations for USMLE Step 1 and Step 2 exams. Please note all decisions regarding accommodations for school are made by Oakland University Office of Disability Support Services. All decisions regarding Step exams are made by the National Board of Medical Examiners.

OU Disability Support Services Page

<https://www.oakland.edu/dss>

Career Advising

At OUWB, Student Affairs facilitates career development and exploration by providing experiential and informational learning opportunities. Our career advising approach involves working one-on-one with students to counsel and advise them when deciding on a medical career. Below are examples of our resources and events.

Experiential Learning Opportunities

OUWB Physician Observership Program

OUWB students have the ability to shadow Beaumont Physicians who are OUWB Clinical Faculty. This is facilitated for students through the process outlined in MedSync.

OUWB Physician Observership Program (MedSync)

<https://oakland.campuslabs.com/engage/submitter/form/start/237483>

Career Exploration Days

Student Affairs, in collaboration with OUWB Faculty, will be facilitating a number of sessions and activities with the goal of guiding your career development as an OUWB student. These sessions and activities are purely optional and intended to provide opportunities for students to learn and grow as a future physician so they choose a satisfying and fulfilling career. Topics and activities include, but are not limited to:

- CV Writing
- Summer Research & Internship Opportunities
- Preparing for Residency Applications
- Requesting Letters of Recommendation
- How to Explore Medical Specialties
- Building a Competitive Residency Application
- 4th Year Away Electives
- Residency Interviewing
- Matching & Application Services

Informational Interviews

Browse the list of Career Advising Coordinators (follow the link on page 19) to see contact information for Beaumont Clinical Faculty students may contact for career-specific questions through an Informational Interview. These are an excellent way to gain insight and allow students to ask a physician questions about their specialty to gain a better understanding.

Internships/Research Opportunities

For information on research opportunities and internships, please refer to the OUWB Student Research Portal. For additional details about internship opportunities, visit the CareerDoc MedSync page.

OUWB Student Research Portal

<https://oakland.campuslabs.com/engage/organization/ouwb-student-research-portal>

Informational Resources

CareerDoc MedSync Page

Student Affairs manages the CareerDOC MedSync Page which contains a host of information on the following topics (list not all inclusive):

- Observerships
- The MATCH
- OUWB Interest Groups
- Internships
- Professional Conferences
- NRMP & AAMC Specialty Data
- AAMC Careers in Medicine Links
- Specialty Information Packets
- Video Library on Specialty Choice & Residency Application

CareerDoc MedSync Page

<https://oakland.campuslabs.com/engage/organization/career-development-opportunities-committee>

Student Affairs Advisors and Deans are available to meet and schedule one-on-one career counseling, regardless of medical school year. Career counseling is available to students throughout all four years of medical school. Specifically, they can assist with the following:

- Creating a CV
- Writing a Personal Statement
- Deciding on a medical specialty
- Navigating away rotation applications
- Evaluating internship options & preparing applications
- Residency application process
- Match process for your specialty of choice
- Mock Interviews
- Career Exploration Series

Career Advising Coordinators

Career Advising Coordinators are Beaumont Clinical Faculty students can contact for career-specific questions through an Informational Interview. Informational Interviews are a great way to gain insight and allow students to ask a physician questions about their specialty. A list of coordinators is available through the CareerDoc Portal in MedSync.

CareerDoc Portal

<https://oakland.campuslabs.com/engage/organization/career-development-opportunities-committee>

Policies & Guidelines

The OUWB Student Policies are available on the OUWB website by clicking on About OUWB and then Policies & Guidelines on the homepage.

OUWB Student Policies

<https://www.oakland.edu/medicine/criticalpolicies>

Policy Attestation

Each semester, students are required to review the OUWB policies and guidelines online, update food and allergy restrictions, and sign an attestation form. The OUWB Online Attestation module must be completed and signed within the first week of each semester.

Student Performance Review Committee (SPRC)

The Associate Dean of Student Affairs serves as student advocate and support for any student appearing before the Student Performance Review Committee.

SPRC Policies

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/student-performance-review-committee>

Leave of Absence (LOA)

Students who need to request a Leave of Absence for medical, personal, or academic reasons should contact the Associate Dean of Student Affairs.

LOA Policy

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/leave-of-absence>

Family Educational Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment, provides an OUWB student with the right to inspect and review their educational record and, with certain exceptions, to limit disclosure of information from that record.

Family Educational Rights & Privacy Act

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/educational-records>

Needle Sticks & Sharps Injuries

Students in medical education are at risk of exposure to blood and body fluid through breaks in skin or mucosal contact. Students should be aware of the policy and procedures to report and respond immediately to any risk of contamination.

Needle Sticks & Sharps Injuries Policy

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/blood-body-fluid-exposure-finger-stick>

Discrimination

Oakland University is committed to equality of opportunity for all persons. In a society that relies on an informed, educated citizenry, no one should be denied the opportunity to attain his or her fullest potential. The University strives to build a community that welcomes and honors all persons and that provides equal opportunity in education and employment.

Discrimination Policy

<https://www.oakland.edu/policies/human-resources/710/>

Mistreatment, Harassment, or Acts of Discrimination

OUIB, Oakland University, and Beaumont Health System are committed to provide safe spaces and to support a comprehensive reporting mechanism for incidents of inappropriate behavior so we may better understand our campus climate and work continuously to improve it.

Any student who believes they have been the victim of mistreatment, harassment, or an act of discrimination by a faculty member, staff member, or another student can report it by completing an online form.

Mistreatment Reporting Form

https://cm.maxient.com/reportingform.php?OaklandUniv&layout_id=9

Mistreatment Policy

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/reporting-incidents-of-inappropriate-behavior>

Professional Code of Conduct

OUIB students will act in an honorable and ethical manner at all times. Violations of the Professional Code of Conduct are considered actions in which a student lies, cheats, steals, gains unfair advantage over another student, or tolerates this behavior by another student. All members of the OUIB community must be active participants in the enforcement of this code. As such, students who witness or perceive a violation of the Professional Code of Conduct are expected to take appropriate action, including reporting the possible infraction to appropriate faculty members or administrators.

Students will be asked to review the Professional Code of Conduct and attest to it each semester (see "Policy Attestation" on page 20 for more information).

OUWB Professional Code of Conduct

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/ouwb-professional-code-of-conduct>

Social Media Guidelines

OUWB believes participating in online communities can promote better communications with Oakland University and Beaumont Health System colleagues. Such participation may include, but is not limited to: blogs, vlogs, wikis, Twitter, Facebook, Instagram, and media sites.

Students who are training to become physicians are expected to act in a professional manner at all times. Student social media profiles reflect upon them, OUWB, and Beaumont Health System. Students using social media are expected to demonstrate a level of maturity and civility consistent with the AMA Code of Medical Ethics.

Social media communication should never contain information that includes a patient identifier (names, photographs) or any other health information. Students should never take photographs or videos in a clinical setting.

Students in violation of this guideline may be referred to the Student Performance Review Committee.

Social Media Guidelines

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/social-media-guidelines>

AMA Code of Ethics

<https://www.ama-assn.org/delivering-care/ama-code-medical-ethics>

Technical Standards

Candidates for the M.D. degree must perform all essential functions in each of the technical standards in order to achieve the levels of physical, cognitive, and emotional abilities necessary to successfully complete the full curriculum and meet the institutional learning objectives of the School of Medicine.

Technical Standards

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/technical-standards>

Attendance & Class Participation

OUWB medical students are expected to fully participate in the curriculum and to meet the requirements of attendance as outlined in OUWB guidelines. Individual course or clerkship

requirements are listed in the syllabus.

Attendance & Class Participation Guidelines

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/attendance-and-class-participation>

Standards of Conduct for the Learning Environment

The teacher-learner relationship confers rights and responsibilities on all parties within the OUWB School of Medicine community to behave in ways that represent the ideal teacher-learner relationship, which fosters respectful behavior, minimizes the likelihood of student or faculty mistreatment or abuse, and optimizes the educational experience for students.

Standards of Conduct for the Learning Environment

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/standards-of-conduct>

Student Responsibilities When Being Supervised/Evaluated by a Clinician

Medical students participating in clinical activities and the care of patients must be supervised at all times by physicians, residents, nurses, and other licensed practitioners who are practicing within the scope of their own practice as delineated by the credentialing body of the clinical site. Individuals supervising students must be credentialed by the medical school's affiliated-institution where the faculty member practices. Students must be forthright about their level of training and skills.

Student Responsibilities

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/student-responsibilities-when-being-supervised>

Consequence of the Loss of Access to the BHS Medical Record System (HIPAA)

Beaumont Health Systems is required by federal statute (HIPAA) to protect the privacy of its patients and the security of its medical record system. If the Health System determines that a medical student is to lose access to the electronic medical record due to a violation of HIPAA Privacy and Security Rules, this will result in the student being dismissed from the School of Medicine without recourse of appeal.

Consequence of the Loss of Access to the BHS Medical Record System (HIPAA)

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/consequences-of-the-loss-of-access>

Financial Services

The Financial Services team is the primary resource for OUWB students for any questions regarding financial aid, tuition payment, and debt management. Conveniently located in the Center for Medical Student Services (CMSS), Financial Services staff are available in-person, by telephone, online, and via e-mail.

Financial Services will help students:

- Navigate the financial aid application process
- Develop skills and identify resources that support financial wellness
- Strategically borrow student loans
- Monitor and manage loan debt
- Know what to expect when entering loan repayment
- Understand tuition payment and payment plan options

Contact Financial Services

E-mail: medfinservices@oakland.edu

Phone: (248) 370-3611

OUWB Financial Services Page

www.oakland.edu/medicine/financialservices

Financial Aid Process

FAFSA and Institutional Need-Based Awards

All students eligible to complete a Free Application for Federal Student Aid (FAFSA) are strongly encouraged to do so annually starting October 1. When possible, students should use the IRS Data Retrieval Tool (IRS DRT) to populate the income tax information requested on the FAFSA. The Federal School Code for Oakland University is **002307**.

Once a FAFSA has been reviewed, an award notification e mail will be sent to the Oakland University email address for current students.

It is strongly recommended students observe the following priority deadlines for FAFSA submission to help ensure timely processing of financial aid funds:

- May 1 – M3 & M4
- June 1 – M1 & M2

FAFSA Website

<https://fafsa.gov>

Federal Student Loans

All students who choose to utilize student loans are strongly encouraged to borrow only what is needed and to use the OUWB Student Loan Planner to assist in aligning borrowing decisions with budgeted needs prior to accepting and applying for loans.

All students awarded Federal Direct Unsubsidized Loan eligibility that choose to borrow, must complete the following steps:

- Accept the loan in MySAIL (by award year)
- Complete Entrance Counseling through studentloans.gov (first-time borrowers only)
- Complete a Master Promissory Note (MPN) through studentloans.gov (first-time borrowers only)

All students awarded Federal Graduate PLUS Loan eligibility that choose to borrow, must complete the following steps:

- Apply for a Graduate PLUS Loan through studentloans.gov (by award year)

It is strongly recommended students observe the following priority deadlines for all loan acceptance and application requirements to help ensure timely processing of financial aid funds:

- June 1 – M3 & M4
- July 1 – M1 & M2

OUWB Student Loan Planner

<https://www.oakland.edu/medicine/financial-services/cost-of-attendance>

MySAIL Website

<https://mysail.oakland.edu>

Federal Student Aid Website

<https://studentloans.gov>

Financial Aid Policies and Tuition Payment Information

General Policies and Conditions of Financial Aid

The Policies and Conditions are published to help OUWB medical students understand the policies related to financial assistance and to communicate the operational regulations to which OUWB Financial Services must adhere. Students are responsible for the information contained in the Policies and Conditions for Financial Services.

Billing and Payment Information

Billing and payment information is published to help OUWB students understand policies regarding tuition payment, payment options, and the consequences for late and non-payment.

OUWB Billing and Payment Information

<https://www.oakland.edu/medicine/financial-services/billing-and-payment-information/>

Tuition Refund

Students who withdraw from all courses may be entitled to a refund of tuition depending on when the courses are withdrawn.

OUWB Tuition Refund Guidelines

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/tuition-refund>

Institutional Scholarship Return

Institutional scholarship recipients who withdraw from all courses during a semester may be required to return their scholarship funds depending on when the courses are withdrawn.

Satisfactory Academic Progress (SAP) to Maintain Federal Financial Aid Eligibility

Students must, in accordance with federal regulations, maintain Satisfactory Academic Progress (SAP) toward degree completion in order to maintain federal financial aid eligibility.

OUWB SAP Guidelines

<https://www.oakland.edu/medicine/forms-and-critical-documents/critical-documents/financial-aid>

Student Involvement

Medical School Government (MSG)

The Medical Student Government (MSG) at OUWB serves as the official representative body of the medical students to the OUWB administration, faculty, Beaumont, Oakland University, and the community. MSG strives to investigate, discuss, and act on issues pertinent to the student body. MSG organizes and oversees committees and their work that is pertinent to the students and the institution. MSG also serves as the fund allocation body for OUWB student organizations. Lastly, MSG serves as the communication medium between the student body and institutional partners.

MSG is headed by a President, Vice President, Treasurer, and Secretary as elected by their classmates. There will also be representatives from each class (M1 through M4) and committee appointees.

For more information, visit the MSG Portal on MedSync.

MedSync MSG Portal

<https://oakland.campuslabs.com/engage/organization/medical-student-government>

Student Organizations

Participating in one or more of OUWB's 40+ student organizations enhances your academic experience by providing purposeful opportunities for peer networking, interaction with medical staff and faculty, service to others, and involvement in your desired areas of specialization. We also have some fun along the way!

For more information, to view a directory of organizations, or to find out how to establish a new one, visit the Student Organizations Portal on MedSync.

MedSync Student Organizations Portal

<https://oakland.campuslabs.com/engage/organizations>

MedSync

MedSync is an interactive online tool powered by Engage that fosters communication, cooperation, and creativity between student organizations and their members. Every OUWB student is a part of MedSync to foster connectivity to events and happenings at OUWB.

For more information, visit the OUWB MedSync Portal.

OUWB MedSync Portal

<https://oakland.campuslabs.com/engage/>

COMPASS - Service & Engagement

COMPASS facilitates and supports OUWB in navigating connections with local, regional, national, and global communities by fostering collaborative relationships and meaningful engagement to cultivate compassionate physicians to have a positive impact on the health and well-being of our communities.

These collaborative relationships enable OUWB to help meet the needs of the community and the organizations while at the same time assist students in developing core competencies for clinical practice. Through COMPASS, students, faculty, and staff can participate in community service activities, educational opportunities, and curricular-based service-learning.

OUWB COMPASS

<https://www.oakland.edu/medicine/service-and-engagement-programs/compass>

Diversity & Inclusion

Everyone should believe that I - I personally - am responsible for a culture that values diversity as a strategy for achieving excellence and culture that embraces everyone in our medical school community.

OUWB values diversity and inclusion in medical education. Our community welcomes and honors all persons and provides equal opportunity in receiving an excellent medical education. We are committed to ensuring that all students of the school have the services, resources, and support they need in order to be successful and effective inside and outside of the classroom and hospital.

Diversity & Inclusion of OUWB is committed to fostering a learning environment of intentional inclusion which embraces and celebrates the multiple dimensions of diversity through cultural humility and purposeful engagement. We are devoted to recruiting, training, promoting and retaining the best individuals to optimally deliver high quality medical care to an increasingly diverse patient population. We facilitate and promote the importance of an inclusive medical community through pipeline programs, student groups, educational programs, community outreach, and mentoring.

For more information, visit the Diversity & Inclusion page.

OUWB Diversity & Inclusion

<https://www.oakland.edu/medicine/service-and-engagement-programs/diversity-and-inclusion>

LGBTQIA Resources - Gender & Sexuality Center (GSC)

The Gender and Sexuality Center serves Oakland University's LGBTQIA community by providing and fostering a campus environment that promotes inclusion and understanding around issues of gender and sexuality through education, outreach, and advocacy for all members of the OU community.

For more information and to find out about upcoming events on campus, visit the GSC website.

OU Gender & Sexuality Center
<https://www.oakland.edu/gsc>

International Students and Scholars Office (ISSO)

The International Students and Scholars Office (ISSO) is committed to building an international campus through service, support, and advocacy to nurture global citizenship and multicultural appreciation. The office currently services over 1,100 International Students and over 40 Scholars and 117 dependents from over 60 countries around the world. They provide services to international students and scholars who need:

- Immigration-related advising
- Social and cultural counseling
- Orientation sessions

For more information, visit the ISSO website.

OU ISSO
<https://www.oakland.edu/isso>

Health & Well-Being

Health

Insurance

All students are required to have health insurance coverage while enrolled in Oakland University William Beaumont School of Medicine. Your participation in the health insurance plan is mandatory, unless you can provide proof of comparable group coverage (through parents, spouse, etc.). Individuals wishing to decline the available Priority Health plans must submit a Proof of Health Insurance Form. Failure to comply may result in cancellation of your registration.

Students are offered the following options:

- HMO Core Plan (free of charge to OUWB students)
- HMO Buy-Up plan (higher level benefits, additional cost)
- PPO Plan (broader coverage, additional cost)
- Spouse and Dependent enrollment (additional cost)
- Long Term Disability Insurance, through Guardian (free of charge to OUWB students)
- Information regarding dental coverage is available on the OUWB Insurance Page

OUWB Insurance

<https://www.oakland.edu/medicine/students/student-health>

Graham Health Center (GHC)

Graham Health Center (GHC) is an outpatient clinic geared to the needs of OU and OUWB students. Nurse practitioners and physician assistants provide care with consultation from one physician (not affiliated with OUWB). A psychiatrist is available limited hours by appointment only. For prompt service, appointments are highly recommended.

The center offers a complete range of primary health care for the prevention and treatment of illness and injury with a focus on health promotion. They provide diagnosis and treatment of acute illnesses, minor injuries, chronic disease care, annual physical exams, women's health services, smoking cessation, HIV/STI screening, cholesterol screening, immunizations, allergy management, on-site medications, and a full range of lab testing. Over the counter products are for sale without an appointment.

Graham Health Center is conveniently located on the northwest corner of campus. In order to provide privacy, GHC is not located in the same building as other medical student resources.

Graham Health Center accepts most insurance plans and bills insurance companies directly. Students who purchase health insurance through OUWB will have a co-pay for office visits. Except as permitted or required by law, no health records will be shared with OUWB without written consent of the student.

For further details, to view hours of operation, or to schedule an appointment, visit the Graham Health Center website.

Ascension Crittenton Hospital¹ is prepared to treat OUWB students for emergency care at night and on weekends and holidays at their emergency room or Urgent Care Center, which is located adjacent to the Emergency Room. Crittenton is located less than two miles from Oakland University at 1101 W. University Drive. Their phone number is (248) 652-5000.

OU Graham Health Center (GHC)

<https://www.oakland.edu/ghc>

Immunizations

All OUWB students must provide proof of and/or obtain immunizations prior to matriculation and must maintain updated immunization records throughout the course of the medical school experience. Records are received by and maintained through Oakland University Graham Health Center.

For more information, visit the Immunizations page on the OUWB website. Students who have questions with regard to specific tests or immunizations should contact Graham Health Center at (248) 370-2341.

OUWB Immunizations

<https://www.oakland.edu/medicine/students/student-health/#tab-3>

Counseling

Oakland University Counseling Center (OUCC)

Students' personal well-being is important to us. Any student can meet individually with the Associate Dean for Student Affairs, Assistant Dean for Student Affairs and Career Development, or the student's PRISM Faculty Mentor to discuss personal matters and for a referral to counseling.

Personal counseling is available at the OU Counseling Center. Licensed psychologists who have no role in the evaluation of students provide services to students and see clients in the Counseling Center to ensure confidentiality for students utilizing the services. The Counseling Center is within walking distance of the medical school, separated from academic and administrative buildings. The Counseling Center shares a building with Graham Health Center; the private entrance and waiting room service both Health Center patients and Counseling Center clients. For hours of operation and to schedule an appointment, visit their website. Strict rules of confidentiality are upheld. All counseling records will be kept separate from academic records.

OU's consulting psychiatrist will be available to students on a weekly basis at the Counseling Center. In addition, Graham Health Center provides assessment, evaluation and follow-up for psychotropic medications (Monday through Friday from 8am to 5pm).

The first six sessions of counseling are free to OU registered students. The Counseling Center utilizes a short-term therapy model, typically 15 or fewer sessions. If a student is found to be in need of longer term treatment, the student may be referred to community mental health professionals

¹ Ascension Crittenton Hospital is **not** a teaching site of OUWB.

who do not have a role in the academic evaluation or promotion of students. The Counseling Center provides individual and couples counseling in addition to psychodiagnostic testing for ADHD and learning disabilities.

For after-hours psychiatric emergencies, students will be directed to Ascension Crittenton Hospital in Rochester, MI for appropriate care. Providers at Crittenton Hospital are not affiliated with OUWB. Crittenton's emergency services can be reached at (248) 652-5000.

OU Counseling Center

<https://www.oakland.edu/oucc>

HMSA Campus Assistance Program

HMSA Campus Assistance Program (CAP) is a confidential, voluntary, free service providing professional counseling and referral services designed to help students with personal, school, or family-related problems. CAP can help students identify, resolve, and gain control over personal problems that may be interfering with school and daily life. Services available to students:

- Toll-Free Crisis Line: Available to students 24 hours a day, 7 days a week, 365 days a year. Call 1 (866) 227-3834
- Diagnostic Assessment and Problem Resolution Sessions: 6 face-to-face (or telephonic) short-term problem resolution sessions per issue
- Legal Consultations: One initial 30-minute office or telephonic consultation on an unlimited number of separate legal matters
- Financial Consultations: No cost telephonic consultation on an unlimited number of separate financial issues

Well-Being & Wellness

Oakland University Resources

Recreation Center

All OUWB students are members of the Recreation Center on OU's campus. The Recreation Center offers state-of-the-art fitness equipment, an indoor track, an Olympic size pool with a spa, group fitness classes, intermural and club sports, and locker rooms. For more information, please [visit their website](#).

OU Recreation & Well-Being

<https://www.oakland.edu/recwell>

OUWB Programs and Resources

Well-Being Coaching

OUWB Student Affairs staff provides well-being coaching through a motivational counseling model to all medical students throughout their four years of medical school. Our wellness model is comprised of eight dimensions: physical, social, spiritual, intellectual, occupational, emotional, financial, and environmental wellness. Upon entry, all M1 students are assigned to a well-being coach and asked to complete a basic wellness self-assessment. With guidance from their coach, each student creates a well-being plan with short- and long-term goals that can be reviewed and adjusted at any time.

Students are referred to the appropriate resources to help them with their goals or for any specific support that is identified throughout the four years of medical school.

Emergencies

Oakland University Police Department (OUPD)

OU prides itself in promoting safety across campus. The Oakland University Police Department (OUPD) patrols the campus and there are a variety of safety measures in place to promote safe conditions for students, faculty, and staff.

Emergency Phones/Blue Lights

Throughout the campus of OU, emergency phones with bright blue lights on top of them are available to use in an emergency. In the case of a threat or other emergency, locate the nearest blue light emergency phone and OUPD will respond.

Police Escorts

If an individual is not comfortable walking to their car alone, they can call and request a student service aid escort to accompany them to their vehicle. To utilize the police escort service, call (248) 370-3331.

Contacting OUPD

There are a variety of ways to contact OUPD for assistance. Dial 911 any time there is an emergency situation. Dialing 911 from a campus phone will connect to OUPD emergency services and dialing 911 from a cellphone will connect to the local police emergency services. To expedite service in the case of an on campus emergency, call 911 from a campus phone; if using a cellphone on campus, call 248-370-3331.

For all non-emergencies, call (248) 370-3331 to reach OUPD or dial 3331 from a campus phone. OUPD can also be reached by e-mail at info@oupolice.com. NOTE: This email is not monitored 24/7 and is to be utilized for general information only.

Text Message Alert System

Oakland University Police Department (OUPD) manages an emergency alert system that contacts the OU community members through a text message alert system. Students are encouraged to sign-up for the alert system on the OUPD website. In the event of a campus emergency, individuals will be notified via text message immediately.

Emergency Management

Oakland University has an extensive emergency operations plan and a Crisis Management Team in place to mitigate emergencies on campus. Parts of the plan, pertinent to your safety, are located on the Oakland University Police Department Emergency Management page. We encourage you to navigate through the different sections and familiarize yourself with what to do in certain situations.

OUPD Website

<https://oupolice.com>

OUPD Emergency Management

<https://oupolice.com/em>

Beaumont

In the event of an emergency at Beaumont, students are directed to call (248) 898-0911 or extension 80911.

School Closings & Inclement Weather

School Closings

To find out if campus has been closed, visit the OU website, call (248) 370-2000, or sign up for the Text Message Alert System (page 34).

OU Website

<https://www.oakland.edu>

Inclement Weather

OUBB conforms to the OU policy on emergency school closings and inclement weather.² Students, faculty, and staff should pay particular attention to public announcements (radio and television), which will attempt to clearly differentiate (when appropriate) between the School of Medicine and other parts of the University. OU may close for a specified period of time in the event of inclement weather. However, since faculty, staff, and students may provide health care services, they may need to work in an inclement weather situation.

If ever the procedure to be followed cannot be communicated by a public announcement, the School of Medicine will activate its own internal network. Note this rule of thumb:

- If opening the University is delayed, first-year and second-year classes - both on-campus and off-campus - will be cancelled until the announced opening time. At that point, the remaining academic schedule for the day will be followed at the normally designated locations and times.
- If the University is closed, first-year and second-year classes will be cancelled.
- Your safety is of the utmost importance. We ask that you use your judgment regarding travel.

² All students are encouraged to become familiar with the Oakland University Emergency Preparedness Website, Policies and Procedures. See: <https://oupolice.com/em>.

Oakland University Resources

Campus Life

Oakland University Directions

Oakland University is located in southeastern Michigan between Flint and Detroit. The 1,441-acre campus actually extends into two cities, Auburn Hills and Rochester Hills, between Adams Road and Squirrel Road, just south of Walton Boulevard.

For directions to campus from local freeways and highways, visit the OU website.

Directions to OU

<https://www.oakland.edu/about/map/directions>

Building Access

- O'Dowd Hall (ODH): ODH is open to OUWB students daily from 6am until 11pm. The building is closed on campus holidays, which will be communicated in advance via e-mail. Students may gain access to the building when it is locked (e.g. over a holiday weekend) by using the card reader located outside the second floor doors at the southwest corner (by the Center for Medical Student Services (CMSS)). Students are not permitted to be in the building between 11pm and 6am.
- Hannah Hall/Anatomy Lab: Students have 24/7 card access and must enter Hannah Hall using the card reader at the west end of the building.
- Kresge Library: Open 24/7 and available for late night study. Note that the library does close for some national holidays. Visit their website for more information.

OU Libraries Hours of Operation

<https://library.oakland.edu/building/hours.php>

Housing

OUWB students looking for housing either on or off-campus may visit the Housing page.

OUWB Housing

<https://www.oakland.edu/housing/options/som/>

Parking

All parking on OU campus is free to students, faculty, staff, and visitors. The closest parking lots to O'Dowd Hall are P2, P16, and P17. Refer to the campus map to view available parking.

OU Campus Map

<http://www.oakland.edu/map>

Transportation

An on-campus shuttle system, the Bear Bus, is available for students. Visit their website to for hours of operation and a listing of routes.

Information about carpooling and public transportation is available on the Commuter Connection page on the OU website.

Many students who live near campus elect to ride bicycles. OU features a Bike Loan program, allowing students to checkout bikes on a per-semester basis. Students are selected by lottery. Visit the OU Bike Loan program website for more information. Note that students are **not** permitted to bring bicycles into the Student Lounge in O'Dowd Hall. Bicycle racks are available throughout campus for student use.

Numerous bike trails are open to the public in Rochester and the surrounding communities. To find one near you, visit the TrailLink website.

OU Bear Bus

<https://www.oakland.edu/bearbus>

OU Commuter Connection

<https://www.oakland.edu/osi/commuterconnection>

OU Bike Loan Program

<https://www.oakland.edu/recwell/bike>

TrailLink Website

<https://www.trailink.com/city/rochester-mi-trails>

Note: TrailLink is **not** associated with Oakland University or OUWB.

OU ID Cards (GrizzCards)

All students are required to obtain an OU ID card (GrizzCard). This will be completed during orientation week at the ID Card Office in Oakland Center. The GrizzCard will provide access to the Student Lounge, Recreation Center, and printing and copying services. Additionally, if students chose a campus meal plan they will use their GrizzCard to purchase meals at Vandenberg Cafeteria or in the Pioneer Food Court. Students can also add cash to the GrizzCard for use at any campus food, retail, or printing location.

Medical Library

The Medical Library provides the OUWB learning community with the spaces, resources, services, and instruction that enable students to achieve the information mastery necessary for excellence in patient care, teaching, and research.

The Medical Library is housed on the first floor of Kresge Library on OU's campus. Medical Library spaces include the Quiet Study Room with carrels for independent study, a large Collaborative Study Room for group study and seven small individual study rooms. These spaces are restricted to medical students only through badge access. Print copies of textbooks, whiteboards, bone sets, and other study aides are available.

Kresge Library is open 24/7 and is the school's designated late-hours study space. The Medical Library collection is primarily electronic and includes thousands of online journals, books, and databases. For access, visit the Medical Library website.

For information on Beaumont Royal Oak Medical Library, please see page 47.

Medical Library Website

<http://medlib.oakland.edu>

Student Lounge

The Student Lounge, located in O'Dowd Hall, is designed to be a public communal space for students to gather, relax, and unwind. It features two kitchens, a billiard table, a grand piano, a crafting corner, video games, and ample seating. In addition, printers are available for student use. **Students are responsible for maintaining the shared space**, ensuring it is clean, tidy, and ready for others to use.

Lockers

Lockers are available to M1 and M2 students and are located in the Student Lounge in O'Dowd Hall on Oakland University campus. M1 students will be assigned their lockers during Orientation week and M2 students will receive an e-mail prior to the start of classes.

M3 and M4 students are provided lockers at Beaumont Hospital's Royal Oak campus. The Medical Education department manages them and will reach out to M3 students before the start of clerkships to distribute more information.

Study Spaces

Study rooms are available in O'Dowd Hall, as well as the Medical Student Library. All rooms are accessible **exclusively** to OUWB medical students using their GrizzID cards. In order to ensure fair use of these spaces, please follow the guidelines below:

- Rooms are available on a first-come, first-serve basis.
- Rooms may only be used for class study, formal tutoring, group meeting, or club meeting.
- Rooms must be left clean: garbage tossed, chairs pushed-in, white board cleaned.
- Students must remove all personal belongings when they leave.

Printing & Photocopying

Black and white printing is available to OUWB students in both the Student Lounge as well as the Medical Library at no charge. Color printing is available at the WEPA printing stations located throughout campus.

Photocopiers are available to all OU students in the Kresge Library at a cost of 10 cents per page. Scanners are available to OUWB students in the Student Lounge as well as the Medical Library.

WEPA Printing Station Information

<https://library.oakland.edu/services/technology/wepa/index.html>

Campus Safety

Notice of Annual Campus Security & Fire Safety Report Availability

OU's Annual Campus Security & Fire Safety Report is available online. You may request a paper copy from the OUPD, 10 Police & Support Services Building; University Human Resources, 413 Wilson Hall; Academic Human Resources, 517 Wilson Hall; and the Office of the Dean of Students, 144 Oakland Center.

This report is required by federal law and contains policy statements and crime statistics for OU. The policy statements address OU's policies, procedures, and programs concerning safety and security and include topics such as: crime prevention, fire safety, university police law enforcement authority, crime reporting policies, disciplinary procedures, and other matters of importance related to security and safety on campus. The report also contains crime statistics for the three previous calendar years for certain types of crimes reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by OU and on public property within or immediately adjacent to the campus. If ever the procedure to be followed cannot be communicated by a public announcement, OUWB will activate its own internal network.

OUPD Security & Fire Safety Report

<https://oupolice.com/clery/statement>

Infectious and Environmental Hazards Exposure

Every student is taught prevention methods consistent with The Occupational Safety and Health Administration (OSHA) and MIOSHA (Michigan) Standards for Healthcare Workers. These protocols are integrated into coursework and workshops throughout the four years of medical education. The focus of prevention training is on universal precautions.

Oakland University/OUWB Resources

Dining On-Campus & Meal Plans

OU features vast and varied dining selections. Fast food outlets, deli, snack bars, baked goods, made-to-order salads and meals, coffee shops, and cafeteria-style dining can all be found right on campus. Residents of the student apartments, as well as students who do not live in the residence halls, may purchase a voluntary meal plan.

For more information about dining on-campus and the voluntary meal plans, visit the Dining Page on the OU website.

OU Dining

<https://www.oakland.edu/housing/dining>

Student Discounts

Many local businesses offer Oakland University discounts. For more information, visit the OU website.

OU Local Discounts

<https://www.oakland.edu/grizzcard/local-ou-discounts>

Notary Services

OUWB offers complimentary notary services to students. M3/M4 students who require a notary public to witness a document may contact the Student Affairs Coordinator or the Receptionist & Office Assistant.

Student Affairs Coordinator - Katie Stotts kstotts@oakland.edu

Receptionist/Office Assistant - Julie Rank jrank@oakland.edu

Beaumont Resources

Directions

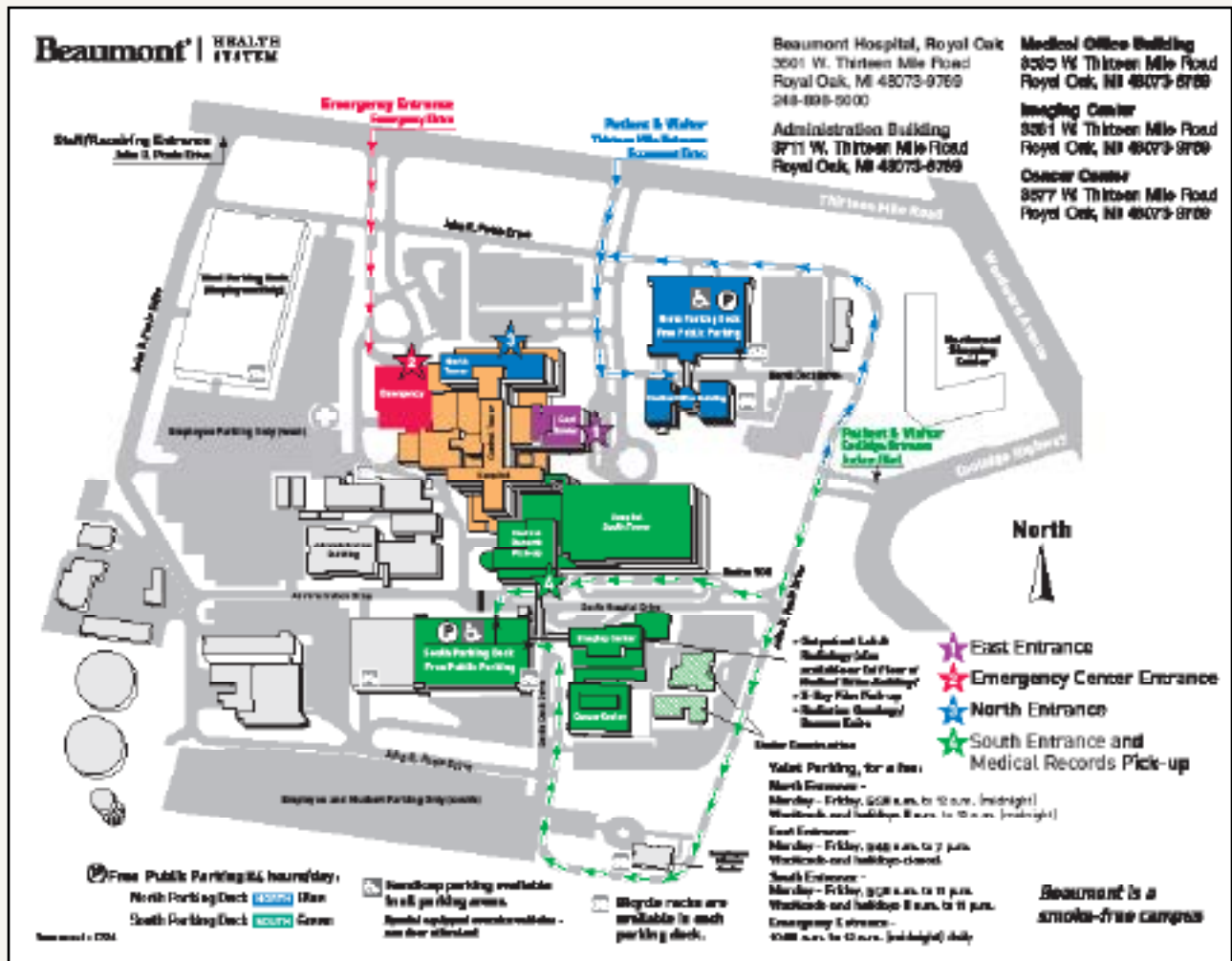
Directions to Beaumont campuses can be found on their website. Following are maps of Royal Oak, Troy, and Grosse Pointe campuses of Beaumont Health. Parking noted for patients/visitors is **not** permitted by OUWB students. Students are to park in the West flat lot, West deck, or open South lot only.

Beaumont Locations

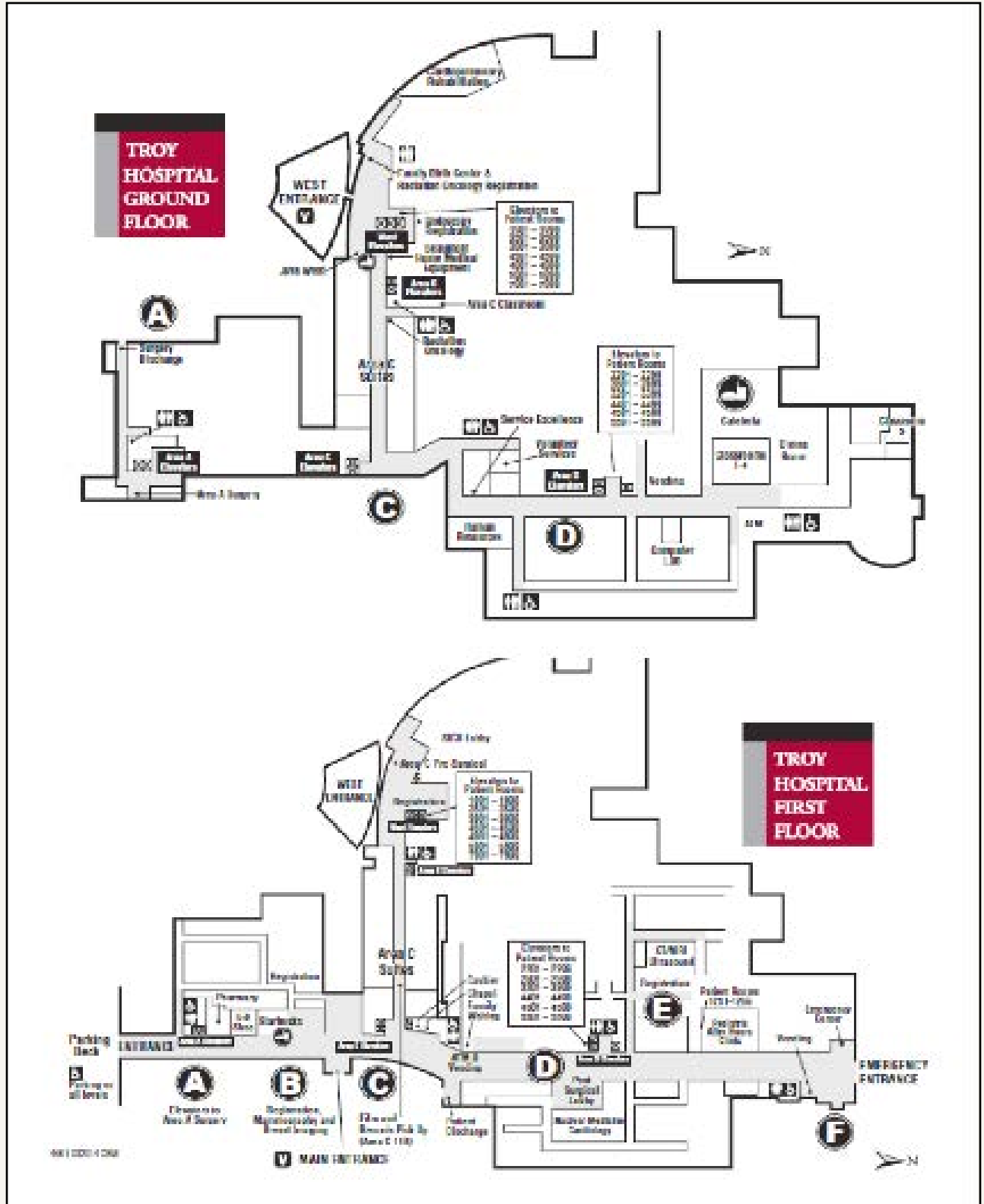
<https://www.beaumont.org/locations-search>

Maps

Beaumont Hospital - Royal Oak



Beaumont Hospital - Troy Interior



Beaumont Hospital - Grosse Pointe

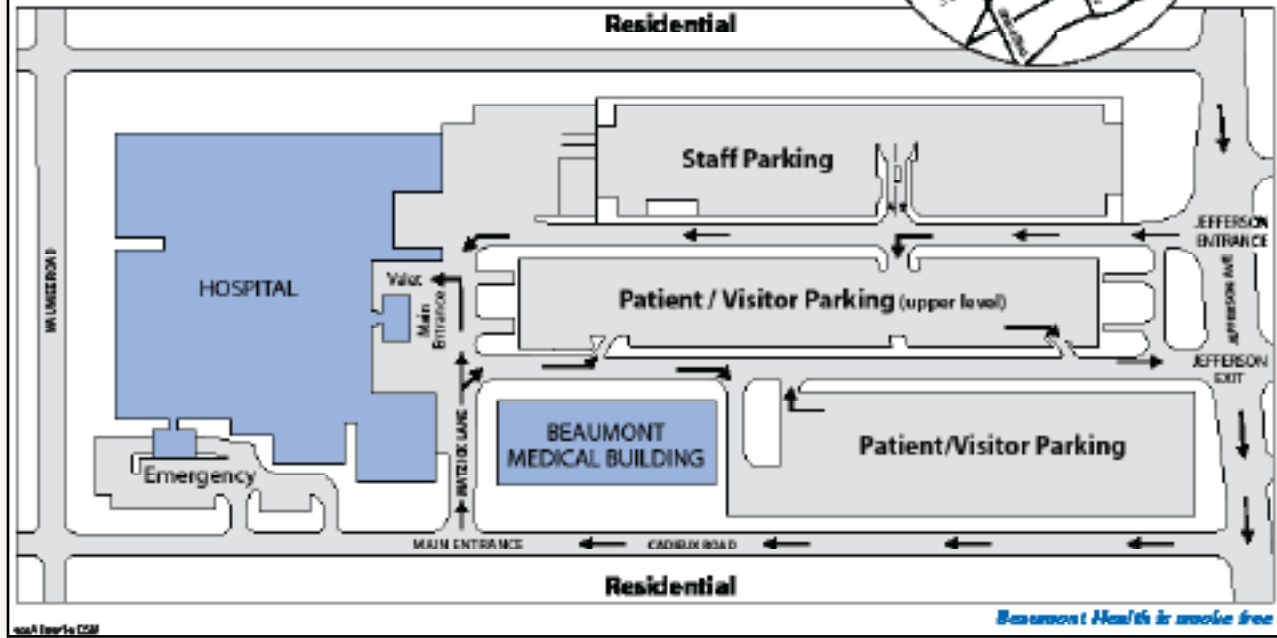
Beaumont

468 Cadillac Road
Grosse Pointe, MI 48230
313-473-1000

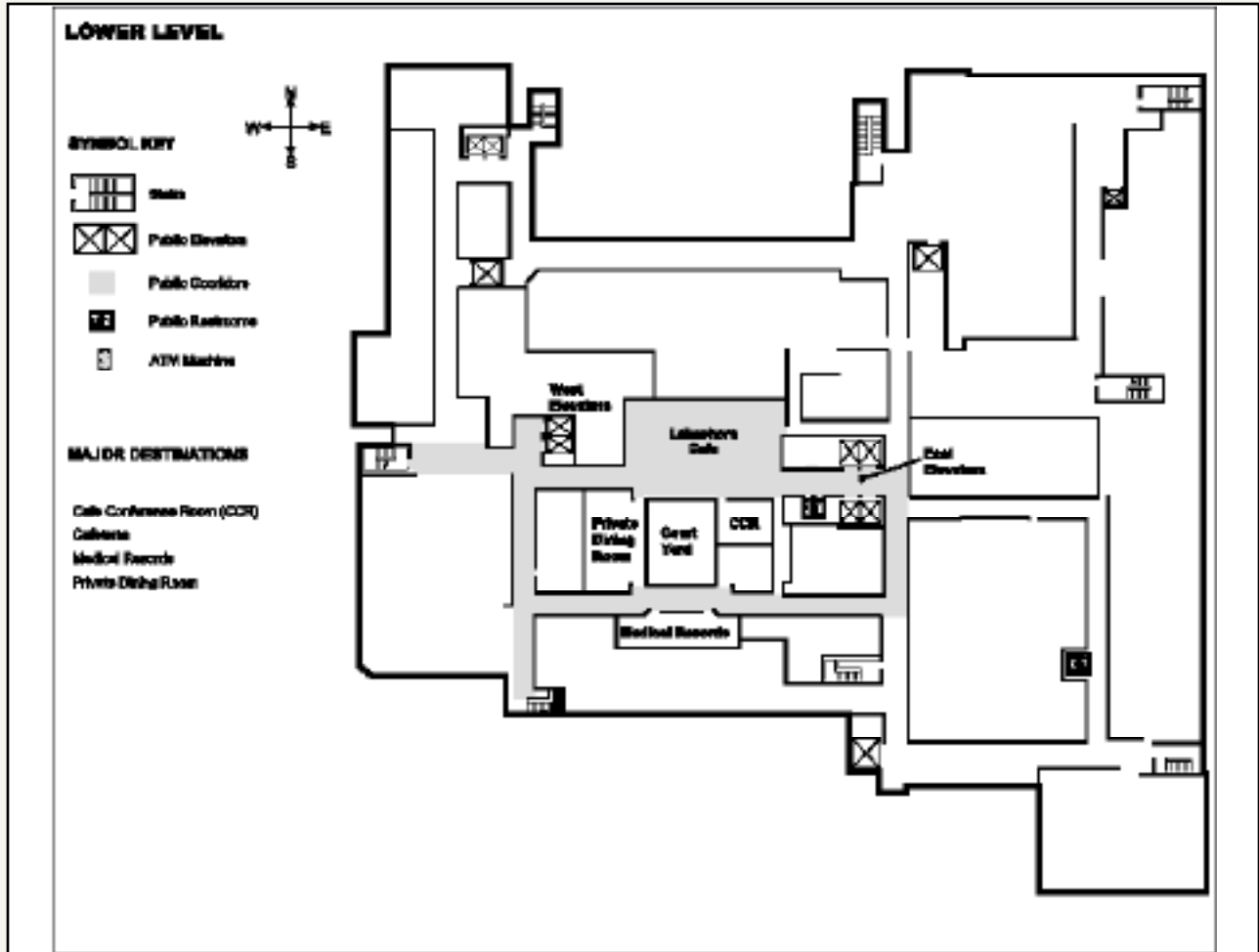
Valet hours:

Monday - Friday 7:00 am - 8:00 pm
Saturday & Sunday 9:00 am - 3:00 pm

Driving Directions:
From I-94, exit on Cadillac Road, drive south four miles. Enter main entrance off Cadillac from Matzick Lane.
From Jefferson Avenue, turn directly into the Jefferson entrance following visitor and patient parking signage.
From the Tunnel, take I-75 North to I-94 East to Cadillac. Go south on Cadillac Road four miles. Enter main entrance off Cadillac from Matzick Lane.
From Metropolitan Airport, take I-94 East to Cadillac. Go south on Cadillac Road for four miles. Enter main entrance off Cadillac from Matzick Lane.



Beaumont Hospital - Grosse Pointe Interior (Lower Level)



Transitioning to the M3 Year

In January of the M2 year, the Associate Dean for Undergraduate Clinical Education provides an informational session reviewing the process for scheduling M3 clinical rotations, as well as preparation for M3 clinical clerkships.

Beaumont Hospital - Royal Oak Locations of Interest

Student Lounge & Lockers

The OUWB Student Lounge is located in the Administration Building East, 1st floor. The lounge houses kitchen facilities, desktop PCs, tables, and chairs. Student lockers are located in the lower level of the Administration Building West.

Study Spaces

Royal Oak Medical Library is available for students to access 24 hours per day. The library, which serves the Royal Oak, Troy, and Grosse Pointe sites, is located in the 1st floor Central Tower. There is also a dedicated OUWB student study space in the 3rd floor East Tower. The space includes 31 study carrels.

Student Affairs Office Beaumont Royal Oak

The Student Affairs office is used for student appointments and is located on the 1st floor of the Administrative Building East in the Medical Education Suite.

Faculty & Administrative Offices

OUWB faculty and administration meet with students in offices located on the first floor of the Administration Building. This suite of offices is located down the hall from Beaumont Hospital Royal Oak Student Lounge.

Community Resources

Oakland University is located in southeastern Michigan between Flint and Detroit. The 1,441-acre campus actually extends into two cities, Auburn Hills and Rochester Hills, between Adams Road and Squirrel Road, just south of Walton Boulevard. Within the area, OUWB medical students have access to a variety of services to meet their spiritual, cultural, physical, and recreational needs.

During the M3 year, students will transition to Beaumont Hospital Royal Oak campus, situated at Woodward and 13 Mile Road. Royal Oak and neighboring Ferndale are also home to plentiful venues to enhance your stay.

Local Community (OU Website)

<https://www.oakland.edu/about/community>

Information about local arts and music, attractions, recreation, and accommodations.

Auburn Hills Website

<http://www.auburnhills.org>

Rochester Website

<http://www.ci.rochester.mi.us>

Rochester Hills Website

<http://www.rochesterhills.org>

Royal Oak Website

<https://www.romi.gov>

Pure Michigan

Discover all your local communities have to offer:

Auburn Hills

<https://www.michigan.org/city/auburn-hills>

Ferndale

<https://www.michigan.org/city/ferndale>

Rochester

<https://www.michigan.org/city/rochester>

Rochester Hills

<https://www.michigan.org/city/rochester-hills>

Royal Oak

<https://www.michigan.org/city/royal-oak>

Events

Orientation Week

Every August, OUWB hosts Orientation Week to welcome a new class of medical students to campus. During this first week of classes, students also have the opportunity to engage in co-curricular events and activities that engage them with the larger OUWB community of students, faculty, and staff. The week culminates with the White Coat Ceremony, where they receive their stethoscopes and white coats, and recite the Oath of Geneva to mark the formal start of their medical education.

White Coat Ceremony

OUWB medical students participate in the traditional White Coat Ceremony during which they receive their first physician's lab coat. This celebration marks the beginning of their medical education. During the ceremony, students recite the Declaration of Geneva, which is the pledge medical professionals take to signify their responsibility to the field of medicine.

Medical Education Week

Medical Education Week highlights innovative research and advancements in medical education at OUWB. Its purpose is to honor faculty members who contribute to the improvement of medical education. In addition, it brings together prominent speakers in the medical education field to share their expertise.

EMBARC Colloquium

This is an event during which OUWB students share the journey, as well as the results, of their research projects through poster presentations. In many cases, the research they chose as first-year medical students helped shape their decisions about their medical careers.

Match Day

Match Day is a national event that occurs annually in March for graduating medical students who find out where they will be fulfilling their residency requirements. In celebration of this milestone event of the medical journey, students, PRISM mentors, and families are invited to a reception to share in the anticipation of discovering their residency match.

Honors Convocation

The Honors Convocation ceremony recognizes graduating OUWB medical students with performance awards of excellence in academics, as well as awards for prestigious medical honor societies.

Commencement

Commencement is the grand ceremony during which OUWB students receive their M.D. degrees and are hooded by their PRISM mentors (and in some cases, family members).

Honor Societies

Alpha Omega Alpha (AOA)

Each year, the top quartile of the graduating class is nominated to apply to the Alpha Omega Alpha Honor Medical Society (AOA). A special committee reviews each candidate's application and grades before they vote to determine which students will be part of the customary 16% for induction into this prestigious society. The AOA designation confers recognition for a physician's dedication to the profession and art of healing. Students are inducted to the medical honor society with a formal ceremony in the presence of their families and OUWB faculty to signify the importance of this lifelong honor.

Gold Humanism Honor Society (GHHS)

The Gold Humanism Honor Society (GHHS) is a national society that recognizes senior medical students, residents, and faculty who are exemplars of compassionate patient care and who serve as role models of humanism, leadership, and service. OUWB GHHS inductees are peer nominated in their third year of medical school (or second year of residency). They then submit a personal statement and letter of support to be evaluated by a committee of current GHHS members. New members are inducted at the annual "Evening of Humanism" event at OUWB and are also recognized at the Honors Convocation ceremony.

Pathology Honor Society

The Pathology Honor Society is co-sponsored by the Association of Pathology Chairs and the Intersociety Council for Pathology Information (ICPI) and was developed to recognize outstanding students in pathology. The Pathology Honor Society fosters scholarship and excellence in pathology. Student members are selected by the OUWB Department of Pathology based on interest, leadership roles in the pathology interest group (Sherlocks), and participation in research activities within the department. Students are nominated annually and receive an individualized certificate and Pathology Honor Society Pin. Student members are formally recognized at the Honors Convocation in their fourth year.

Appendix

Acronyms & Abbreviations, Software, & M1/M2 Course List

Curriculum-Related Acronyms, Abbreviations, & Terminology

- AFCP 1 & 2—**A**natomical **F**oundations of **C**linical **P**ractice
- APM—**A**rt & **P**ractice of **M**edicine
- BFCP 1 & 2—**B**iomedical **F**oundations of **C**linical **P**ractice
- EBM—(Integrative) **E**vidence **B**ased **M**edicine
- MHCB—**M**edical **H**umanities & **C**linical **B**ioethics
- NBME—**N**ational **B**oard of **M**edical **E**xaminers
- OSCE—**O**bjective **S**tructured **C**linical **E**xam
- PMH—**P**romotion & **M**aintenance of **H**ealth
- PRISM—**P**romoting **R**eflection & **I**ndividual growth through **S**upport & **M**entoring
- TBL—**T**eam **B**ased **L**earning
- USMLE—**U**nited **S**tates **M**edical **L**icensing **E**xamination (Step 1, Step 2 CK/CS, Step 3)

Other Acronyms, Abbreviations, & Terminology

- AST—**A**cademic **S**uccess **T**eam
- BHS—**B**eaumont **H**ealth **S**ystem
- CMSS—**C**enter for **M**edical **S**tudent **S**ervices (Located in O'Dowd Hall 2nd floor)
- COMPASS—**C**enter for **C**ommunity **E**ngagement
- CSC—**C**linical **S**kills **C**enter (Located at Beaumont-Troy)
- HHB—**H**uman **H**ealth **B**uilding (Located off the P1 parking lot on Meadowbrook Rd.)
- HH/HHS—**H**annah **H**all of **S**cience (Located on Meadowbrook Rd. across from the police dept.)
- OC—**O**akland **C**enter (Located across the courtyard from O'Dowd)
- ODH—**O**'**D**owd **H**all
- PFF—**P**rofessionalism **F**eedback **F**orm (may be either exemplary or corrective)
- SPRC—**S**tudent **P**erformance **R**eview **C**ommittee

Commonly-Used Software in the Curriculum

- CITI (www.citiprogram.org)
 - Compliance training for human subject research certification
- DxR (oakland.dxrclinician.com)
 - Patient simulator software
- Empower (somsis.oakland.edu)
 - Grades
 - Attendance
- EPIC
 - The electronic medical record at Beaumont for patient records
- ExamSoft
 - Computer-based exam delivery software for professor-written exams

- Google (webmail.oakland.edu)
 - Mail
 - Class calendar
 - Shared drive for large files
- Moodle (moodle.oakland.edu)
 - Learning management system
 - Course handouts
 - Course lectures (PowerPoint files, Panopto recordings, other course documents)
- OASIS (oasis.oakland.edu)
 - Course evaluation surveys
 - Faculty evaluation surveys
 - Patient/task log
 - Team Based Learning (TBL) peer evaluations
 - Clerkship and elective lottery/scheduling
 - Grades during clerkships, sub-internships, and electives
- Panopto (Access at moodle.oakland.edu)
 - Lecture capture system records lectures
 - Archived on Moodle
- Smartsheet (Embark) (<https://www.smartsheet.com>)
 - Tracking educational modules
 - Project status tracking
- YouSeeU (<https://www.youseeu.com/>)
 - Video reflection recording software

Software Used by Student Affairs

- e-Space (espace.oakland.edu)
 - Academic Success Online Toolkit
- MedSync (<https://oakland.campuslabs.com/engage/>)
 - Online platform used to connect students to student organizations, events, and other resources within the OUWB community

4-Year M.D. Course List

M1 Courses

- Anatomical Foundations of Clinical Practice (AFCP) 1 & 2
- Art & Practice of Medicine (APM) 1 & 2
- Biomedical Foundations of Clinical Practice (BFCP) 1 & 2
- Cardiovascular (Cardio)
- Embark 1: Research Design and Project Management (Fall)
- Embark 2: Research Proposal Development and Compliance Training (Winter)
- Hematology and Lymphoid (Heme/Lymph)
- Medical Humanities & Clinical Bioethics (MHCB) 1 & 2
- Neuroscience 1 (Neuro 1)
- Promoting Reflection & Individual Growth through Support & Mentoring (PRISM) 1 & 2
- Promotion and Maintenance of Health (PMH) 1 & 2
- Respiratory

M2 Courses

- Art & Practice of Medicine (APM) 3, 4, & 5
- Behavioral Science
- Diagnostic Medicine 1
- Embark 3: Techniques in Research Communication (Fall)
- Embark 4: Techniques in Effective Scholarly Presentation & Focused Research (Winter)
- Embark 5: Research Colloquium (Winter)
- Endocrinology (Endo)
- Gastroenterology & Hepatology (GI)
- Integrative Evidence Based Medicine (EBM)
- Male & Female Reproductive (Repro)
- Medical Humanities & Clinical Bioethics (MHCB) 3 & 4
- Musculoskeletal, Connective Tissue, & Skin (MSK)
- Neuroscience 2 (Neuro 2)
- Promoting Reflection & Individual Growth through Support & Mentoring (PRISM) 3 & 4
- Promotion and Maintenance of Health (PMH) 3 & 4
- Psychopathology
- Renal & Urinary (Renal)
- USMLE Review

M3 Courses

- Clerkships
 - Family Medicine
 - Internal Medicine
 - Neurology
 - Obstetrics and Gynecology
 - Ophthalmology
 - Pediatrics
 - Psychiatry
 - Surgery
- Embark 6: Directed Capstone Research (Fall)
- Embark 7: Directed Capstone Research (Winter)
- Embark 8: Focused Research (Clerkship Fall or Winter)
- Interdisciplinary Studies 1 & 2
- Medical Humanities and Clinical Bioethics 5 & 6
- Promoting Reflection & Individual Growth through Support & Mentoring (PRISM) 5 & 6

M4 Courses

- Clerkships
 - Anesthesiology and Pain Medicine
 - Diagnostic Medicine 2
 - Emergency Medicine
- Embark 9: Directed Capstone Research (Fall)
- Embark 10: Directed Capstone Research (Winter)
- Promoting Reflection & Individual Growth through Support & Mentoring (PRISM) 7 & 8
- Sub-Internship (Emergency Medicine, Family Medicine, Internal Medicine, Pediatrics or Surgery)
- Electives to complete the Program of Study

See the OUWB Course Description Catalog on the OUWB website.

OUWB Course Description Catalog

<https://www.oakland.edu/Assets/Oakland/medicine/files-and-documents/students/course%20description%20catalog%2020182020.v2.pdf>

Core Competencies

Patient Care (PC 1.0)

Graduates are expected to provide patient-centered care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health.

- PC 1.1 Perform all medical, diagnostic, and surgical procedures considered essential for the area of practice.
- PC 1.2 Gather essential and accurate information about patients and their conditions through history-taking, physical examination, and the use of laboratory data, imaging, and other tests.
- PC 1.3 Organize and prioritize responsibilities to provide care that is safe, effective, and efficient.
- PC 1.4 Interpret laboratory data, imaging studies, and other tests required for the area of practice.
- PC 1.5 Make informed decisions about diagnostic and therapeutic interventions based on patient information and preferences, up-to-date scientific evidence, and clinical judgment.
- PC 1.6 Develop and carry out patient management plans.
- PC 1.7 Counsel and educate patients and their families to empower them to participate in their care and enable shared decision-making.
- PC 1.8 Provide appropriate referral of patients including ensuring continuity of care throughout transitions between providers or settings, and following up on patient progress and outcome.
- PC 1.9 Provide health care services to patients, families, and communities aimed at preventing health problems or maintaining health.
- PC 1.10 Provide appropriate role modeling.
- PC 1.11 Perform supervisory responsibilities commensurate with one's roles, abilities, and qualifications.

Knowledge for Practice (K 2.0)

Graduates are expected to demonstrate knowledge of established and evolving biomedical, clinical, epidemiological, and social-behavioral sciences, as well as the application of this knowledge to patient care.

- K 2.1 Demonstrate an investigatory and analytic approach to clinical situations.
- K 2.2 Apply established and emerging bio-physical scientific principles fundamental to health care for patients and populations.
- K 2.3 Apply established and emerging principles of clinical sciences to diagnostic and therapeutic decision-making, clinical problem-solving, and other aspects of evidence-based health care.
- K 2.4 Apply principles of epidemiological sciences to the identification of health problems, risk factors, treatment strategies, resources, and disease prevention/health promotion efforts for patients and populations.
- K 2.5 Apply principles of social-behavioral sciences to provision of patient care, including assessment of the impact of psychosocial and cultural influences on health, disease, care seeking, care compliance, and barriers to and attitudes toward care.

- K 2.6 Contribute to the creation, dissemination, application, and translation of new health care knowledge and practices.

Practice-Based Learning and Improvement (PL 3.0)

Graduates are expected to demonstrate the ability to investigate and evaluate one's care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning.

- PL 3.1 Identify strengths, deficiencies, and limits in one's knowledge and expertise.
- PL 3.2 Set learning and improvement goals.
- PL 3.3 Identify and perform learning activities that address one's gaps in knowledge, skills, and/or attitudes.
- PL 3.4 Systematically analyze practice using quality improvement methods, and implement changes with the goal of practice improvement.
- PL 3.5 Incorporate feedback into daily practice.
- PL 3.6 Locate, appraise, and assimilate evidence from scientific studies related to patients' health problems.
- PL 3.7 Use information technology to optimize learning.
- PL 3.8 Participate in the education of patients, families, students, trainees, peers, and other health professionals.
- PL 3.9 Obtain and utilize information about individual patients, populations of patients, or communities from which patients are drawn to improve care.
- PL 3.10 Continually identify, analyze, and implement new knowledge, guidelines, standards, technologies, products, or services that have been demonstrated to improve outcomes.

Interpersonal & Communication Skills (CS 4.0)

Graduates are expected to demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals.

- CS 4.1 Communicate effectively with patients, families, and the public, as appropriate, across a broad range of socioeconomic and cultural backgrounds.
- CS 4.2 Communicate effectively with colleagues within one's profession or specialty, other health professionals, and health related agencies (see also 7.3).
- CS 4.3 Work effectively with others as a member or leader of a health care team or other professional group (see also 7.4).
- CS 4.4 Act in a consultative role to other health professionals.
- CS 4.5 Maintain comprehensive, timely, and legible medical records.
- CS 4.6 Demonstrate sensitivity, honesty, and compassion in difficult conversations, including those about death, end of life, adverse events, bad news, disclosure of errors, and other sensitive topics.
- CS 4.7 Demonstrate insight and understanding about emotions and human responses to emotions that allow one to develop and manage interpersonal interactions.

Professionalism (P 5.0)

Graduates are expected to demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles.

- P 5.1 Demonstrate compassion, integrity, and respect for others.
- P 5.2 Demonstrate responsiveness to patient needs that supersedes self-interest.
- P 5.3 Demonstrate respect for patient privacy and autonomy.
- P 5.4 Demonstrate accountability to patients, society, and the profession.
- P 5.5 Demonstrate sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation.
- P 5.6 Demonstrate a commitment to ethical principles pertaining to provision or withholding of care, confidentiality, informed consent, and business practices, including compliance with relevant laws, policies, and regulations.

Systems-Based Practice (SP 6.0)

Graduates are expected to demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care.

- SP 6.1 Work effectively in various health care delivery settings and systems relevant to one's clinical specialty.
- SP 6.2 Coordinate patient care within the health care system relevant to one's clinical specialty.
- SP 6.3 Incorporate considerations of cost awareness and risk-benefit analysis in patient and/or population-based care.
- SP 6.4 Advocate for quality patient care and optimal patient care systems.
- SP 6.5 Participate in identifying system errors and implementing potential systems solutions.
- SP 6.6 Perform administrative and practice management responsibilities commensurate with one's role, abilities, and qualifications.

Interpersonal Collaboration (IC 7.0)

Graduates are expected to demonstrate the ability to engage in an interprofessional team in a manner that optimizes safe, effective patient- and population-centered care.

- IC 7.1 Work with other health professionals to establish and maintain a climate of mutual respect, dignity, diversity, ethical integrity, and trust.
- IC 7.2 Use the knowledge of one's own role and the roles of other health professionals to appropriately assess and address the health care needs of the patients and populations served.
- IC 7.3 Communicate with other health professionals in a responsive and responsible manner that supports the maintenance of health and the treatment of disease in individual patients and populations.
- IC 7.4 Participate in different team roles to establish, develop, and continuously enhance interprofessional teams to provide patient- and population-centered care that is safe, timely, efficient, effective, and equitable.

Personal & Professional Development (PD 8.0)

Graduates are expected to demonstrate the qualities required to sustain lifelong personal and professional growth.

- PD 8.1 Develop the ability to use self-awareness of knowledge, skills, and emotional limitations to engage in appropriate help-seeking behaviors.
- PD 8.2 Demonstrate healthy coping mechanisms to respond to stress.
- PD 8.3 Manage conflict between personal and professional responsibilities.
- PD 8.4 Practice flexibility and maturity in adjusting to change with the capacity to alter one's behavior.
- PD 8.5 Demonstrate trustworthiness that makes colleagues feel secure when one is responsible for the care of patients.
- PD 8.6 Provide leadership skills that enhance team functioning, the learning environment, and/or the health care delivery system.
- PD 8.7 Demonstrate self-confidence that puts patients, families, and members of the health care team at ease.
- PD 8.8 Recognize ambiguity is part of clinical health care and respond by utilizing appropriate resources in dealing with uncertainty.

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