

 <b>FLORIDA ATLANTIC UNIVERSITY</b>	<b>NEW COURSE PROPOSAL</b> <b>Graduate Programs</b>		UGPC Approval _____ UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	<b>Department</b> Integrated Medical Science <b>College</b> College of Medicine <i>(To obtain a course number, contact erudolph@fau.edu)</i>		
<b>Prefix</b> BMS <b>Number</b> 960	<i>(L = Lab Course; C = Combined Lecture/Lab; add if appropriate)</i> <b>Lab Code</b>	<b>Type of Course</b> <input type="text" value="Ind. Study"/>	<b>Course Title</b> USMLE Step 1 Review Course
<b>Credits</b> <i>(Review Provost Memorandum)</i> 6	<b>Grading</b> <i>(Select One Option)</i> Regular <input type="radio"/> Sat/UnSat <input checked="" type="radio"/>	<b>Course Description</b> <i>(Syllabus must be attached; see Guidelines)</i> A College of Medicine course in which medical students pursue directed independent study with faculty support and resources in preparation for the USMLE Step 1 Examination.	
<b>Effective Date</b> <i>(TERM &amp; YEAR)</i> Spring 2018		<b>Prerequisites</b> Successful completion of all previous courses in the M.D. program	<b>Corequisites</b>  <b>Registration Controls</b> <i>(Major, College, Level)</i>
<b>Prerequisites, Corequisites and Registration Controls are enforced for all sections of course</b>			
<b>Minimum qualifications needed to teach course:</b> Member of the FAU graduate faculty and has a terminal degree in the subject area (or a closely related field.)	<b>List textbook information in syllabus or here</b> Listed in Syllabus		
<b>Faculty Contact/Email/Phone</b> Sarah Wood, M.D. Swood31@health.fau.edu 561 446 0525	<b>List/Attach comments from departments affected by new course</b> N/A		

<b>Approved by</b> Department Chair <u><i>J. Wood</i></u> <i>(Draws for outlander)</i> College Curriculum Chair <u><i>Michelle Jiatte-Wainuski</i></u> College Dean <u><i>Phil M...</i></u> UGPC Chair _____ UGC Chair _____ Graduate College Dean _____ UFS President _____ Provost _____	<b>Date</b> <u>1/5/18</u> <u>1/8/18</u> <u>1-8-18</u> _____ _____ _____ _____
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Email this form and syllabus to [UGPC@fau.edu](mailto:UGPC@fau.edu) one week before the UGPC meeting.

**GRADUATE COLLEGE**

**JAN 08 2018**

Received

USMLE Step 1 Review Course Syllabus  
Course # BMS 960  
6 Credit Hours

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**Term:** Spring 2018

**Year:** M2

**Typical Days and Times for Course:** Independent Study

**Location:** Independent Study

**Course Directors:**

**Director of Student Success and Wellness:**

**Office:**

**Office Hours:**

**Telephone:**

**E-Mail:**

Michelle Lizotte-Waniewski, Ph.D.

BC 118

T-Th 7-8 am

561-297-4250

[mlizotte@health.fau.edu](mailto:mlizotte@health.fau.edu)

**Director of M1/M2 Basic Science Curriculum:**

**Office:**

**Office Hours:**

**Telephone:**

**E-Mail:**

Deborah W. Louda, Ph.D.

BC 119

M-Th 12-1 pm

561-297-3622

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**Course Administrative Support:**

**Phone:**

**Office:**

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Mavis Brown

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**Course Administrative Support:**

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## Course Description

A College of Medicine course in which medical student pursue directed independent study with faculty support and resources in preparation for the USMLE Step 1 Examination.

## Prerequisite

Successful completion of all previous courses in the M.D. program

## Course Objectives

1. Demonstrate the skills and habits of self-directed, life-long learning: self-assessment of learning needs and the ability to address those needs with appropriate materials and assistance.
2. Strengthen and integrate student knowledge in the pre-clinical medical sciences.
3. Scheduling of the USMLE Step 1 Exam for no later than 10 days prior to the start of Year 3 Synthesis and Transition (BMS 6405).
4. Demonstrate a commitment to ethical and professional behaviors in all activities and interactions with peers, faculty, staff, and the community.

## Course Information and Schedule

The USMLE Step 1 Review Course is a 6-week independent study period designed to assist students in their preparation for the USMLE Step 1 Exam which students are required to take no later than (10) days prior to the start of Year 3 Synthesis and Transition (BMS 6405) in order to proceed with the Year 3 curriculum. Students will have completed an individualized study schedule with the Director of Student Success and Wellness and review sessions in pharmacology, anatomy, histology, pathology, and biochemistry prior to the independent study. Students will then use the 6-week independent study period to help strengthen and integrate their knowledge in the pre-clinical medical sciences in preparation for the USMLE Step 1 Exam. All students will be required to schedule their USMLE Step 1 Exam no later than 10 days prior to the start of the Year 3 Synthesis and Transition Course. All students will be required to submit an NBME practice test score to Dr. Lizotte-Waniewski at least one week prior to their scheduled examination date. Should a student fail the USMLE Step 1 Practice Exam or decide not to proceed with the Step 1 Exam within this time frame they must contact Dr. Michelle Lizotte-Waniewski and the Office of Student Affairs.

The academic calendar is posted on the [College of Medicine website](#), and students should familiarize themselves with the required activities for the medical educational program. Please see [Student Handbook](#) for information on Academic Calendar, University Holidays, and Medical

Student Schedule Commitments. **Please note that the academic calendar for the College of Medicine differs from that of the rest of the University.** Medical students are governed by the College of Medicine academic calendar and dates are subject to change. Students must refer to [OwlMed](#) for all up-to-date course information, schedules, handouts, objectives and content. Emails will be sent out during the year with any changes or updates.

## Course Evaluation and Grading

The College of Medicine uses a competency based grading system based on Physician Competency Reference Set (PCRS) endorsed by the Association of American Medical Colleges (AAMC) in order to ensure that teaching, assessment, and remediation of all competencies are equally prioritized. The eight major competencies focus on the following areas:

- Patient Care
- Knowledge for Practice (Medical Knowledge)
- Practice-Based Learning and Improvement
- Interpersonal and Communication Skills
- Professionalism
- Systems-Based Practice
- Interprofessional Collaboration
- Personal and Professional Development

Though these competencies were developed as a guide for clinical trainees and practicing physicians in personal and professional development as well as safe, equitable and effective patient care, it is important to begin using these principles in the very beginning of medical training as building blocks for a positive developmental trajectory.

The link to a full description of the [PCRS competencies](#) can be found here.

The competencies assessed in USMLE Step 1 Review:

- 1. Practice-Based Learning and Improvement**
- 2. Professionalism**

Each student will receive a final grade of “Satisfactory”, “Satisfactory with Concern”, “Unsatisfactory”, or “Incomplete” in each of the PCRS competencies listed above, as well as for the overall USMLE Step 1 Review Course. A grade of “Satisfactory with Concern”, “Unsatisfactory”, or “Incomplete” in one or more of the competencies will result in that final grade being given for the overall USMLE Step 1 Review course. Details of how grades will be determined in each competency is described below.

- 1. Practice-Based Learning and Improvement:** Demonstrate the ability to investigate and evaluate one’s performance, to appraise and assimilate scientific evidence, and to



continuously improve performance based on constant self-evaluation and life-long learning.

This competency in the College of Medicine's USMLE Step 1 Review Course will focus on the student's ability to:

- Identify strengths, deficiencies, and limits in one's knowledge and expertise
- Set learning and improvement goals
- Identify and perform learning activities that address one's gaps in knowledge, skills, or attitudes
- Use information technology to optimize learning
- Demonstrate the ability to learn independently
- Develop critical thinking and reasoning skills
- Display initiative in pursuing the study of medicine
- Demonstrate flexibility and the ability to deal with ambiguity

This competency will be assessed by the Director of Student Success and Wellness based on how students' progress through the USMLE self-study process including performance on a mandatory USMLE Step 1 Practice Exam.

**2. Professionalism:** Demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles.

This competency in the College of Medicine's USMLE Step 1 Review Course will be focused on the student's ability to:

- Demonstrate compassion, integrity, and respect for others, including faculty, staff, and other students
- Demonstrate accountability to others, including faculty, staff, and other students
- Demonstrate a commitment to ethical principles pertaining to the study and practice of medicine

This competency will be assessed by the Course Directors in all aspects of the USMLE Study period. Medical students, as future professionals, are expected to conduct themselves appropriately in *all* curricular activities, including classroom work, laboratory work, clinical experiences, and independent study. Fellow students, faculty, and staff will report any unprofessional behavior to the Course Directors who will track this behavior within this competency.

The professionalism of a medical student in the USMLE Step 1 Review period includes but is not limited to:

- Maintaining academic integrity and confidentiality on all exams and other assessments.
- Answering emails from Course Directors, faculty, and staff within 24 hours of receipt.

- Treating all others with courtesy and respect.
- Scheduling the USMLE Step 1 exam and submitting USMLE Step 1 Practice Exam results as instructed.

## Performance Assessment

### **SATISFACTORY:**

**Satisfactory** is a passing grade defined as follows:

**Practice-Based Learning and Improvement:** Demonstrating appropriate self-awareness as well as evidence based practice and life-long learning skills throughout the USMLE study period.

**Professionalism:** Displaying **no** behavior patterns or individual incidents (i.e. dishonesty or disrespectful behavior) which would prompt faculty concern for the student's professional developmental progress.

A **Satisfactory** in both USMLE Step 1 Review Course competencies will result in an overall grade of **Satisfactory** for the USMLE Step 1 Review Course.

### **SATISFACTORY WITH CONCERN:**

**Satisfactory with Concern** is a passing grade defined as follows:

**Practice-Based Learning and Improvement:** Displaying marginal levels of self-awareness and marginal demonstration of evidence based practices and/or life-long learning skills that have not improved to an adequate level by the conclusion of the review period.

**Professionalism:** Displaying dishonesty or disrespectful behavior which would prompt concern for the student's professional developmental progress. Failure to schedule the USMLE Step 1 Exam or submit USMLE Step 1 Practice Exam results within the time frame prescribed.

A **Satisfactory with Concern** in any one of the USMLE Step 1 Review Course competencies coupled with **Satisfactory** grades in the remaining competencies will result in an overall grade of **Satisfactory with Concern** for the USMLE Step 1 Review Course as recorded on the final course grade report. The student will be placed on "At Risk" status and will be referred to the Student Competency Review Committee (SCRC) for remediation and support (see explanation of SCRC below).

Neither the grade of "Satisfactory with Concern" nor "At Risk" status will be entered into the student's permanent transcript and therefore will not appear in the MSPE. Because this grade designation is considered formative rather than summative, the grade will be listed as "Satisfactory" on the student's transcript and Medical Student Performance Evaluation (MSPE/Dean's Letter).



However, a repeated pattern of “Satisfactory with Concern” final grades or failed remediation in a competency of concern will result in referral to the Medical Student Promotions and Professional Standards Committee (MSPPSC) for review and possible consequences including further remediation, repeating the course/clerkship, repeating the year, being placed on probation, suspension, and/ or being dismissed from the College of Medicine.

#### UNSATISFACTORY:

**Unsatisfactory** is a non-passing grade defined as follows:

**Practice-Based Learning and Improvement:** Displaying documented, unacceptably poor levels of self-awareness, unacceptably poor levels of evidence-based practices and/or life-long learning skills that have not improved by the conclusion of the review period.

**Professionalism:** Displaying repetitive poor behavior patterns or an egregious single incident of unprofessional behavior (i.e. cheating), or a demonstrable and documented “lack of improvement” of behavior patterns previously addressed which would prompt deep faculty concern for the student’s professional developmental progress such that it is documented and reported to the Office for Student Affairs (OSA). Failure to schedule the USMLE Step 1 Exam or submit USMLE Step 1 Practice Exam results within the time frame prescribed.

An **Unsatisfactory** in any one of the USMLE Step 1 Review Course competencies will result in an overall grade of **Unsatisfactory** for the USMLE Step 1 Review Course. The student will be referred to the MSPPSC for review of the student’s overall academic progress. The MSPPSC committee will then make a determination by vote to either remediate a specific competency to the satisfaction of the competency director or require the student to repeat the course, repeat the year, be placed on probation, and/ or be dismissed from the College of Medicine.

All “Unsatisfactory” final grades will be listed on the student’s permanent transcript and a notation of the failed competency and the remediation plan will be described in the Medical Student Performance Evaluation (MSPE/Dean’s Letter).

Students with grades of “U” or “I” may continue in the course of study in a current year of study, pending action by the MSPPSC. Progression to a subsequent year of study with a grade of “U” or “I” will require specific approval of the MSPPSC.

#### INCOMPLETE:

A grade of **Incomplete** is given when a student, for reasons beyond his/her control (i.e. serious illness, family emergency), cannot complete required elements of the USMLE



Step 1 Review Course by the end of the semester, but receive permission by the Course Directors to continue study with an Incomplete (I) status for the course. **Incompletes** are not given in place of **Unsatisfactory** grades, nor are they given when a student misses a majority of the PT 3 coursework. A student who receives an **Incomplete** must work closely with the Office of Student Affairs and the Course Directors to complete required coursework. A formal plan (“Plan for Completing Course Requirements”), including the expectations for work to be performed, method of student assessment, and time period to make up incomplete course work, will be established by the course, clerkship, or competency director, the student, and his/her LCA. When completed, the course, clerkship, or competency director will report the grade earned to the Senior Associate Dean for Student Affairs and Admissions. A grade of Incomplete (I) will be removed and replaced with the final grade earned. The transcript will reflect only the final grade earned in the course or clerkship.

Students with grades of “U” or “I” may continue in the course of study in a current year of study, pending action by the MSPPSC. Progression to a subsequent year of study with a grade of “U” or “I” will require specific approval of the MSPPSC.

## [The Medical Student Promotions and Professional Standards Committee \(MSPPSC\) and the Student Competency Review Committee \(SCRC\)](#)

### **Medical Student Promotions and Professional Standards Committee**

The Medical Student Promotions and Professional Standards Committee (referred to as the “MSPPSC”) is a standing faculty committee charged with the responsibility of making decisions in regards to the standards and procedures relating to student evaluation, advancement, graduation, and disciplinary action including dismissal. Academic and professional performance will be evaluated by a variety of methods approved by faculty committees governing the curriculum, described in each course or clerkship syllabus, and will include not only formal examinations but also assessments based on observation of student performance in lectures, examinations, laboratories, and all other clinical and academic settings of the University or clerkships.

### **Student Competency Review Committee**

The Student Competency Review Committee (referred to as the “SCRC”) is a committee charged with evaluating the student’s competency-based performance and deficiencies and formulating a process of remediation and formative support which will be coordinated by, and in some cases delivered by, the competency director(s) in conjunction with course or clerkship director(s). The SCRC will meet monthly and be responsible for monitoring all active remediation and off-cycle students.

## Required & Recommended Texts, Resources and Materials for USMLE Step 1 Review Course

Required
First Aid Step 1 General Review Book
U-World Question Bank
Kaplan Step 1 Question Bank
USMLE Step 1 Practice Exams #17, 18 and 19
Recommended
College of Medicine Biochemistry, Histology/Pathology and Pharmacology Review Sessions
Pathoma
SketchyMicro
Doctors-in-Training
Goljan Videos
Lange Pharmacology Flash Cards
Firecracker

### Other Learning Resources:

\*Assigned/recommended textbook chapters and other learning resources such as websites and YouTube videos are listed in the Learning Objectives and Readings/Other Learning Sources document for USMLE Step 1 Review Course. **If you are on campus, clicking on the above eBook links and the eBook and book chapter links listed in the USMLE Step 1 Review Course document should open the eBooks and book chapters. If you are off campus, you may have to first log into the FAU library proxy link (<https://login.ezproxy.fau.edu/login>) and then click the specific book link or book chapter link.** If you have any trouble accessing the books or book chapters, please contact the medical librarians at [LibraryMed@health.fau.edu](mailto:LibraryMed@health.fau.edu).

## College of Medicine Policies:

### **Disability Policy Statement**

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodation due to a disability to properly execute coursework must register with the Student Accessibility Services (SAS) in Boca Raton, SU 133 (561-297-3880) and follow all SAS procedures. <http://www.fau.edu/sas/#>.

### **Code of Academic Integrity Policy Statement**

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see:

- [Academic, Professional and Behavioral Requirements and Standards governing the College of Medicine](#)
- [Oath of Academic and Professional Conduct for Students in the College of Medicine.](#)
- [Code of Academic Integrity](#)

All other College of Medicine Policies are listed in the COM [Student Handbook](#) including:

College of Medicine Attendance Policy  
College of Medicine Evaluation Completion Policy  
Academic Grievance Policy  
Standards of Conduct for Medical Students  
Student Mistreatment Policy  
Professional Dress Guidelines  
Policy on Scheduled Time in Years 1 and 2  
Religious Observance Policy  
Leave of Absence Policy  
Policy on Substance Abuse  
E-mail Policy  
Information Technology (IT) Policies  
Social Networking Policy



Research Compliance Policy  
Policy on Communicable Diseases  
College of Medicine Self-Insurance Program (FAU SIP): Required Reporting

## University Policies

The following [University Policies](#) are of particular significance to the College of Medicine; students are expected to be aware of these policies and adhere to them.

[FAU Policy on Consensual Relations](#)

[FAU Policy on Drug-Free Environment](#)

[FAU No Smoking Policy](#)

[FAU Regulation 4.007 \(Code of Conduct\)](#)

[FAU Emergency Policies](#)

[FAU Regulation 5.010 \(Anti-Harassment/Anti-Discrimination\)](#)

[FAU Regulation 4.002 \(Student Academic Grievance Procedures for Grade Reviews\)](#)

[FAU Regulation 4.013 \(Exceptional Circumstances Withdrawals\)](#)

[FAU Regulation 4.104 \(Involuntary Withdrawal\)](#)

**Academic Calendar Years 1, 2, 3 and 4 for 2017-2018**  
**Charles E. Schmidt College of Medicine**

	YEAR 1 Class of 2021		YEAR 2 Class of 2020		YEAR 3 Class of 2019	YEAR 4 Class of 2018	
07/03/17-07/07/17			Summer Break (cont'd)		First LIC (Cont'd)	Year 4 Block 3	
07/10/17-07/14/17							
07/17/17-07/21/17					Summer Break (2 weeks)		
07/24/17-07/28/17			Year 2 Orientation 7/28/17				
07/31/17-08/04/17	Year 1 Orientation					Year 4 Block 4	
08/07/17-08/11/17	<b>FBS</b> Fundamentals of Biomedical Science (19 weeks)  PBL Block 1 Orientation+First 9 weeks 7/31/17 through 10/06/17  PBL Block 2 Second 9 weeks 10/16/17 through 12/15/17	<b>FOM 1</b> Foundations of Medicine 1 (19 Weeks)  (Scripps Research Day 10/27/17)	<b>PT 2</b> Cardiovascular, Respiratory (11 weeks)	<b>FOM 3</b> Foundations of Medicine 3 (20 weeks)	(Education Retreat 10/6/17)		
08/14/17-08/18/17							
08/21/17-08/25/17							
08/28/17-09/01/17							
09/04/17-09/07/17							
09/11/17-09/15/17			Mid-year Shelf Exams (2 weeks)				
09/18/17-09/22/17							
09/25/17-09/29/17							
10/02/17-10/06/17							
10/09/17-10/13/17							
10/16/17-10/20/17	LIC Transition week/OSCE	Second Longitudinal Integrated Clerkship (LIC 2) (23 weeks plus vacation)					
10/23/17-10/27/17							
10/30/17-11/03/17							
11/06/17-11/10/17							
11/13/17-11/17/17							
11/20/17-11/24/17	Exam Week with H&P OSCE	Year 4 Block 7					
11/27/17-12/01/17							
12/04/17-12/08/17	Winter Break (3 weeks)	Winter Break (3 weeks)	Winter Break (2 weeks)				
12/11/17-12/15/17							
12/18/17-12/22/17	<b>NSB</b> Neuroscience & Behavior (9 weeks)	<b>FOM 2</b> Foundations of Medicine 2 (17 weeks)  (Service Learning Project Presentations 1/26/18)	<b>PT 4</b> Immunology, Infection, Hematology (6 weeks)	<b>FOM 3</b> Intro to Hospital Medicine (6 weeks)	(Faculty Recognition 2/6/18)	(Research Day 2/23/18)  (M4 Lottery Day 3/2/18)	
12/25/17-12/29/17							
01/01/17-01/05/17							Year 2 ICA
01/08/18-01/12/18							
01/15/18-01/19/18							
01/22/18-01/26/18							
01/29/18-02/02/18							
02/05/18-02/09/18			USMLE Step 1 Review Course (6 weeks)				
02/12/18-02/16/18							
02/19/18-02/23/18							
02/26/18-03/02/18							
03/05/18-03/09/18							
03/12/18-03/16/18	Spring Break	Match, Transition to Residency					
03/19/18-03/23/18							
03/26/18-03/30/18	<b>PT 1</b> GI, Hematology, Nutrition (8 weeks)		Break	Year 3 ICA			
04/02/18-04/06/18							
04/09/18-04/13/18							
04/16/18-04/20/18							
04/23/18-04/27/18							
04/30/18-05/04/18							
05/07/18-05/11/18							
05/14/18-05/18/18					Final Shelf Exams (3 weeks)		
05/21/18-05/25/18							
05/28/18-06/01/18					Year 1 ICA	Commencement 4/27/18	
06/04/18-06/08/18							
06/11/18-06/15/18	Summer Break (10 weeks)	First Longitudinal Integrated Clerkship (LIC 1) (23 weeks plus vacation)	Year 4 Block 1				
06/18/18-06/22/18							
06/25/18-06/29/18							
07/02/18-07/06/18							
	Year 4 Block 2						
		Year 4 Block 3					

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Weeks with dates in bold include holidays

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