



College of Osteopathic Medicine of the Pacific

2014/2015 Catalog

Contents

Accreditation.....	4
The Osteopathic Philosophy & Tenets.....	4
Mission and Core Competencies	4
Personal Competencies for Admission and Matriculation	4
Observation.....	5
Communication.....	5
Motor	5
Intellectual, Conceptual, Integrative, and Quantitative Abilities.....	5
Behavioral and Social Attributes.....	5
Physical Health.....	5
Admissions Policies and Procedures.....	6
Minimum Entrance Requirements.....	6
AACOMAS and Secondary Applications.....	6
Applicants with Foreign Coursework	7
International Students	7
Transfers from Other Schools	7
Deferred Admission	8
Acceptance Deposit	8
Registration.....	8
Criminal Background Check/Drug Screening Policy.....	9
Full-time/Part-Time Status.....	9
Time Limits.....	9
Tuition and Fees.....	9
Clinical Rotations Expenses.....	10
Shelf Examination Repeat and OSCE Repeat Fees.....	10
Student Support Services.....	10
Academic Advisement.....	10
Student’s Rights and Responsibilities	11
Academic Freedom	11
Academic Requirements.....	11
Attendance and Absences from Curricular Activities	11
<i>Leave of Absence</i>	12

Additional detail regarding clinical curricular absences can be found in the Clinical Education Manual.....	14
Examination Policies	14
COMLEX (National Boards) Requirements.....	14
Student Honor Code	17
Student Code of Ethics.....	17
Student Performance Committee.....	19
Graduation	19
Post Graduate Medical Education	20
Standards of Academic Progress and Professional Conduct	20
Academic Probation.....	20
Academic Suspension	21
Dismissal.....	21
Financial Aid Warning Policy (Title IV and Title VII)	22
Tutorial Assistance Program	22
Course Repeats and Remediations	22
Remediation: Financial Aid Policy	23
Evaluation and Grading.....	23
Pre-Clinical Curriculum Grading (OMS I & II)	23
Clinical Curriculum Grading (OMS III & IV):.....	24
Cumulative Numeric Scores and Class Rank	24
Incomplete Grade (I) Courses or Systems.....	24
Incomplete Rotations.....	25
Grade Reports	25
Grade Changes Pre-Clinical (OMS I & II)	25
Grade Changes Clinical (OMS III & IV).....	25
Credit Hour Calculation.....	26
Issues/Dispute Resolution Procedure.....	26
Complaints Regarding Accreditation Standards	26
Curriculum Organization.....	28
Pre-Clinical Curriculum (OMS I and II).....	28
Clinical Curriculum (OMS III and IV).....	29
Course Descriptions	31
Honors and Awards.....	42

College of Osteopathic Medicine of the Pacific

Doctor of Osteopathic Medicine Program

Accreditation

The academic program of Western University of Health Sciences, College of Osteopathic Medicine of the Pacific (WesternU/COMP) is accredited by the Commission on Osteopathic College Accreditation (COCA) of the American Osteopathic Association, which is recognized by the United States Department of Education (USDE). Together, COMP (Pomona, CA) and COMP-Northwest (Lebanon, OR) comprise the total study body, faculty and staff of the College of Osteopathic Medicine of the Pacific. All references made to WesternU/COMP include COMP and COMP-Northwest, unless otherwise indicated.

This school is a non-profit corporation and is authorized by the State of Oregon to offer and confer the academic degrees described herein, following a determination that state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, Higher Education Coordinating Commission, 775 Court St NE, Salem, Oregon 97301.

Western University of Health Sciences is also accredited by the Western Association of Schools and Colleges (WASC). Please see the University Catalog for details.

The Osteopathic Philosophy & Tenets

As a college of osteopathic medicine, COMP honors the philosophy and tenets of osteopathic medicine. Please see the [WesternU/COMP Web site](#) for details.

Mission and Core Competencies

The [mission](#) and core competencies serve as the curricular foundation for WesternU/COMP. Core competencies, also called [Program Learning Outcomes](#) (PLOs), support the achievement of WesternU's [Institutional Learning Outcomes](#) (ILOs).

Personal Competencies for Admission and Matriculation

A candidate for admission to WesternU/COMP's Doctor of Osteopathic Medicine Program must possess, or be able to achieve through reasonable accommodation, certain sensory and motor functions, enabling him or her to carry out the activities described in the sections that follow. Graduation from the program signifies that the individual is prepared for entry into osteopathic postgraduate medical education. It therefore follows that graduates must have the knowledge and skills needed to function in a broad variety of clinical situations and be able to render a wide spectrum of osteopathic patient care. The osteopathic medical student must be able to consistently, quickly, and accurately integrate all information received by whatever sense(s) employed. Also, he or she must have the intellectual ability to learn, analyze, synthesize, and apply various types of information in a self-directed manner within the context of patient care.

For candidates who require reasonable accommodation to meet these competencies, please visit the [Harris Family Center for Disability and Health Policy Web site](#). The Doctor of Osteopathic Medicine program, along with all other programs at WesternU, shares a commitment to opening the DO curriculum to competitive, qualified individuals with disabilities. WesternU/COMP must also maintain the integrity of its curriculum and preserve those elements deemed essential to educating candidates to become effective osteopathic physicians.

A candidate for the DO degree must exhibit abilities and skills in the six areas identified below. Under all circumstances, a candidate should be able to perform the following in a reasonably independent manner:

Observation

Candidates and students must have sufficient vision to be able to observe demonstrations, experiments, and microscopic laboratory exercises. They must be able to observe a patient accurately at a distance and close at hand.

Communication

Candidates and students must be able to communicate with patients and colleagues. They must be able to hear and speak, and be fluent in the English language. Reasonable accommodations may be provided for the hearing and speaking impaired.

Motor

Candidates and students must have sufficient motor functions to enable them to execute movements that are reasonably required to provide general and emergency treatment of patients (i.e. palpation, auscultation, percussion, and other diagnostic and therapeutic modalities). Examples of procedures reasonably required of osteopathic students and physicians include, but are not limited to: physical examination in the acute and non-acute settings, cardiopulmonary resuscitation, insertion of a variety of catheters, administration of intravenous medication, application of pressure to stop bleeding, opening obstructed airways, suturing wounds and surgical incisions, performance of obstetrical maneuvers and performance of osteopathic diagnosis and manipulation. These actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision. The NMM/OMM Department may provide certain accommodations specific to Osteopathic Principles and Practice to students who have been evaluated and meet the criteria for such accommodations. All others will be referred to the Harris Family Center for Disability and the Health Policy Website or to COMP administration in accordance with college and university policies.

Intellectual, Conceptual, Integrative, and Quantitative Abilities

Candidates and students must demonstrate problem-solving skills, which involve intellectual, conceptual, integrative and quantitative abilities. These abilities include memory, calculation, reasoning, analysis, and synthesis. In addition, candidates and students must be able to comprehend three-dimensional relationships and be able to understand and manipulate the spatial relationships of structures.

Behavioral and Social Attributes

Candidates and students must possess the emotional health required for full utilization of their intellectual abilities. They must show evidence that they can exercise good judgment and promptly complete all responsibilities involved in the education process and attendant to the assessment and care of patients. Candidates and students must also demonstrate that they can develop mature, sensitive, and effective relationships with faculty, staff, colleagues, and patients. Additionally they must be able to tolerate physically and mentally taxing workloads, adapt to changing environments, display flexibility, and function in the face of the uncertainties inherent in patient care. Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are some of the personal qualities that will be assessed during the admissions and educational processes.

Physical Health

To insure compliance with California State Health Department requirements and exhibit exemplary commitment to the rights and integrity of all parties in the education of health care professional students, the College of Osteopathic Medicine of the Pacific has established medical status credentialing requirements that must be completed prior to matriculation. In addition to the skills listed above,

candidates for the Doctor of Osteopathic Medicine degree also must be sufficiently free of any serious communicable diseases. Medical status credentialing is designed to ensure that the safety of patients is not compromised while protecting the rights and safety of students as well. For more detailed information, contact stu-emphealth@westernu.edu.

Admissions Policies and Procedures

WesternU/COMP accepts applications from all qualified candidates. However, many more applications are received from qualified candidates than can be admitted. While grades and Medical College Admission Test (MCAT) scores are important in selecting candidates for admission, the Admissions Committee recognizes that these statistics, by themselves, do not guarantee later success as an osteopathic physician. Therefore we employ a holistic approach in which non-academic criteria are also important in making the selection. WesternU/COMP seeks a diverse and balanced student population and considers factors additional to academic performance, such as a well-rounded background, work experiences, letters of recommendation, interest in and knowledge of osteopathic medicine, and professional promise. To help ascertain these factors, applicants are required to take part in an on-campus traditional panel interview and a hybrid of the Multiple Mini Interview (MMI) with a standardized patient.

Non-Discrimination Policy

WesternU/COMP does not discriminate on the basis of race, ethnicity, color, sex, gender, religion, national origin, creed, age, disability, or sexual orientation in any of its policies procedures, or practices. This non-discrimination policy applies to applicants, students and alumni. Additional nondiscrimination information can be found in the University Catalog (section: Notice of Non-discrimination Policy).

Minimum Entrance Requirements

Candidates for admission to WesternU/COMP must meet these requirements at the time of application:

- Minimum science and overall grade point average of 2.50.
- Completion of a minimum of 90 semester units leading to a baccalaureate degree.

Requirements for enrollment to WesternU/COMP

- Completion of a baccalaureate degree from a regionally accredited institution or an institution that is recognized by the United States Department of Education. Degree must be conferred prior to matriculation or via a WesternU/COMP linkage program.
- Completion of one academic year (or its equivalent) in English, biology, physics, inorganic chemistry, organic chemistry, and behavioral sciences.
- Medical College Admissions Test (MCAT)
- One semester of biochemistry and of genetics is highly recommended.
- WesternU/COMP does not accept alternative educational experiences or professional training to meet admissions requirements.

Applicants must submit their Medical College Admission Test (MCAT) scores. Information concerning this test may be obtained from the pre-professional advisor at the applicant's college or directly from the MCAT Program Office. To be considered for admission, the MCAT examination must be taken by January of the entering year; scores older than three years are not considered. Please see the [Prospective Student Website](#) for further admissions information.

AACOMAS and Secondary Applications

WesternU/COMP participates in a centralized application service through the [American Association of Colleges of Osteopathic Medicine Application Service \(AACOMAS\)](#). Individuals interested in applying to WesternU/COMP can click on the "Applicants" area of this website for information and application

materials. Applicants complete an online application and AACOMAS will submit it to WesternU/COMP and other osteopathic medical schools chosen. Applicants must also arrange to have official MCAT scores and transcripts from all prior undergraduate and graduate, and professional institutions attended released to AACOMAS.

Upon receipt of the initial application and transcript(s), AACOMAS will collate materials, verify grades, and transmit standardized information to the applicant and to his or her designated osteopathic medical colleges. AACOMAS takes no part in the evaluation or selection of applicants and does not review applications to determine if completed correctly. WesternU/COMP conducts a review of the AACOMAS applications received, and selected applicants may be requested to supply the following additional information for consideration by the Admissions Committee. For information on application, please refer to the [Prospective Student](#) webpages.

An acceptance offer may be rescinded or an enrolled student may be dismissed by WesternU/COMP for failure to meet admissions requirements or discovery of behavior in violation of the Standards of Academic and Professional Conduct.

Applicants with Foreign Coursework

Applicants must report coursework completed outside the United States and must submit their transcripts for evaluation to a [Western University of Health Sciences Approved Service](#) at the candidate's expense. A course-by-course evaluation is required and all coursework must be designated as undergraduate, graduate or professional. WesternU only honors evaluations from one of the above services. The course evaluation must be sent directly to AACOMAS from the evaluation service.

International Students

Applications from international students are eligible for consideration for admission to the Pomona campus only. International applicants are required to meet all requirements for admission. For a complete list of admissions requirements please refer to our [Apply Now](#) section of the Prospective Student webpage.

If an international applicant is currently enrolled in a foreign medical college or other health professions programs, no part of that medical curriculum can be used to fulfill any part of WesternU/COMP's academic requirements for granting a Doctor of Osteopathic Medicine degree. Foreign medical graduates are not eligible to apply for advance standing into our program.

International students and any other applicants who are not U.S. citizens and who are living in the U.S. should be prepared to provide proof of legal U.S. residency at the time of interview. Proof of legal U.S. residency is required prior to any offer of acceptance. For more detailed information, please visit our web page for [International Students](#).

Transfers from Other Schools

Transfer applications from students studying at United States schools accredited by American Osteopathic Association (AOA) Commission on Osteopathic College Accreditation (COCA) or the Liaison Committee on Medical Education (LCME) will be considered on a case-by-case basis. It is the policy of WesternU/COMP that we do not waive any requirements for transfer students; as such we do not accept alternative educational experiences or professional training to meet transfer criteria. In addition, it is the policy of WesternU/COMP that coursework from their prior institution will not be transferred to WesternU/COMP. The name of the prior medical school is documented on their WesternU/COMP transcript. Please see the [Prospective Student Website – Transferring into WesternU](#) for detailed transfer requirements.

Deferred Admission

Deferred admission is considered by the Executive Director of Admissions on behalf of the Admissions Committee on a case by case basis, and may be granted for one year only.

Acceptance Deposit

Applicants accepted at WesternU/COMP must pay a non-refundable “acceptance” deposit of \$2,000 in two equal installments until March 1. After March 1 a single \$2,000 non-refundable deposit is required to reserve a place in the class. Upon matriculation, the entire \$2,000 deposit is included in the first disbursement one week prior to the start of class. Applicants who are granted deferred admission to the DO program, are required to submit an additional non-refundable deposit of \$500 to hold a seat in the next year’s class. If an applicant fails to register, all tuition deposits are forfeited.

Registration

All DO students are required to register by the registration deadlines specified by the University Registrar. Registration dates are posted on the [Office of the Registrar Web site](#). Failure to register by the deadline may be grounds for administrative withdrawal. All students registering after the posted deadline will be assessed a \$30.00 per business day late fee.

Full tuition and fees and all prior debts must be paid in full on or by posted deadlines each academic year. Matriculation is subject to the satisfactory completion of all academic requirements and payment of all outstanding debts to the University. The receipt of a final transcript(s) from all colleges/universities attended and a physical examination with documentation of required immunizations prior to registration are additional requirements for incoming students. Also, all students must show proof of current health insurance coverage by the deadlines provided by the University Registrar. This coverage must be maintained or in effect throughout the academic year. If there is no proof of current coverage, students will be automatically enrolled in the school sponsored insurance plan.

Attendance at all Welcome Week activities is mandatory for all incoming first-year students.

In compliance with the standardized nomenclature of the American Osteopathic Association (AOA), matriculants receive the designation Osteopathic Medical Student (OMS) followed by the current year in the program. A first-year student is designated OMS I, and so on.

Substance Abuse Policy

WesternU/COMP shall actively encourage students with either self-identified or discovered substance abuse issues to seek appropriate treatment in order to achieve physical and mental health and to successfully complete the curriculum. WesternU/COMP encourages all impaired students to seek help voluntarily, favors the earliest possible intervention, and will require enrollment in a monitoring program that meets the following criteria;

- Care and monitoring must be overseen by a board certified addictionologist
- 1-2 physician-led support group meetings per week
- 1-2 peer-led support group meetings per week
- Random or weekly body fluid testing
- Permission for providers to communicate directly with WesternU/COMP regarding care
- Automatic notification of WesternU/COMP if program criteria are not met at any time

If recommended by the addictionologist or required by the monitoring program, students may be required to enroll in a treatment program prior to beginning a monitoring program. The Office of Student Affairs can provide contact information for pre-approved monitoring programs.

WesternU/COMP respects the right to confidentiality of recovering students and will assist them to continue with their education; however, WesternU/COMP also respects the rights of patients and others

and seeks to protect them from potential harm that may result from impairment of the student. Therefore, students who do not cooperate with appropriate treatment programs are subject to disciplinary actions up to and including dismissal.

Criminal Background Check/Drug Screening Policy

Students entering the OMS III year must pass a criminal background check, attend the scheduled Rotations Orientation in its entirety, and complete all pre-rotations activities by the stated deadlines. Depending on the rotation sites where the student may be going, there may be additional requirements imposed by the site(s) including, but not limited to, a repeat background check, finger-printing, drug screening, or antibody titers documenting immunity to certain diseases.

Full-time/Part-Time Status

All students enrolled in at least one class/rotation are considered full-time students.

Time Limits

The Doctor of Osteopathic Medicine program is designed to be completed in four (4) years of full-time study. The requirements for the degree must be fulfilled within 6 years from the date of matriculation to the program.

Tuition and Fees

By action of the Board of Trustees, DO tuition and fees for the 2014-2015 academic year (subject to change) are as follows:

\$52,215.00	Annual Tuition
\$40.00	Student Body Fee (Years 1 and 2)
\$20.00	Student Body Fee (Years 3 and 4)
Other Fees and Expenses	
\$40.00	Drug Screening (approximate)
\$60.00	Criminal Background Investigation (approximate)
\$100.00	Audience Response System Device
\$600.00	Medical Equipment
\$800.00	Required and Recommended Texts - Fall
\$300.00	Required and Recommended Texts - Spring
\$45.00	Anatomy Supplies (Gloves, Scrubs, Dissection Kit) – Year 1 only
\$550.00	COMLEX Examination Level I and II CE*
\$1,210.00	COMLEX Examination Level II PE*
\$50.00	Discipline Specific Shelf Exam Remediation (each - after first failed attempt)
\$150.00	Discipline Specific OSCE Remediation (each - after first failed attempt)
\$45.00	Anatomy Supplies (Gloves, Scrubs, Dissection Kit) – Year 1 only
\$30.00	Registration Late Fee (per business day)
\$350.00	Graduation Fee
\$470.00	Annual Parking Permit (Auto)
\$25.00	Parking Permit Replacement Fee
\$40.00	Locker Key Replacement Charge
\$10.00	Official Transcript (Each)
\$21.00	Rush Transcript, First Class Mail (Each)
\$25.00	Rush Transcript, Federal Express (Each)
\$10.00	Student ID Replacement Fee
TBD	Breakage Fee (Replacement Cost)

*Note regarding COMLEX Fees: WesternU/COMP requires students to take and pass all sections of the National Board of Osteopathic Medical Examiners (NBOME) COMLEX Level I and Level II as one of the requirements for graduation. These fees are subject to change by the NBOME and are updated regularly. Visit the [NBOME Web site](#) for the most current COMLEX fees.

Clinical Rotations Expenses

During the OMS III year, students are required to return to the Pomona, CA campus (Lebanon, OR for students enrolled at COMP-Northwest) every 13th week to attend the mandatory Didactic Week activities (four weeks total for the OMS III year). Any travel, food, housing, or other expenses incurred by these activities are the responsibility of the student. Additionally, OMS III and IV students may choose to do elective rotations at non-core sites, including international sites, which may create self-imposed additional expenses. Finally, some elective rotations done at or through other institutions (e.g. certain hospitals or other medical schools) may involve application fees and/or other charges. Since these rotations are elective, these fees are the student's responsibility.

Shelf Examination Repeat and OSCE Repeat Fees

Students who fail one or more post-rotation discipline-specific shelf examination(s) will be permitted to take the exam for a second attempt with an assessed fee of \$50 for each exam taken. If the student fails the second attempt, they will be required to meet with the Student Performance Committee (SPC) and they will be placed on academic suspension until the examination is successfully repeated. Students authorized to make a third attempt will also be assessed a fee of \$50 for each shelf examination taken. If a student's shelf exam is not completed within 90 days he/she may be sent to the SPC. A student who fails the shelf examination on the third attempt will fail the rotation, must present before the SPC, and will be required to repeat a rotation in the same discipline in its entirety.

Students who fail one or more post-rotation discipline-specific Objective Structured Clinical Examination (OSCE) will be required to remediate each failed OSCE. The student will be assessed a fee of \$150 for each OSCE that must be remediated. A student who fails one or more OSCE's on the second attempt will be placed on academic suspension until the examination is successfully repeated. Students authorized to make a third attempt will also be assessed a fee of \$150 for each OSCE taken. If a student's OSCE exam is not completed within 90 days he/she may be sent to the SPC. A student who fails the OSCE examination on the third attempt will fail the rotation, must present before the SPC, and will be required to repeat a rotation in the same discipline in its entirety.

Requirements for the Pre-OSCE and OSCE include white coat, ID badge and on-time arrival. Students who do not meet these requirements fail the rotation and are subject to the same repeat requirements as previously outlined.

Student Support Services

A wide variety of support services are available to students including tutoring, academic counseling, disability support, personal counseling and behavioral health advice. A summary of these services with contact information is provided on the [Office of Student Affairs \(OSA\) SharePoint site](#) (accessible to students only).

Academic Advisement

COMP students will be assigned to a COMP House and a faculty advisor within that house upon matriculation. COMP-Northwest students will be assigned a faculty advisor upon matriculation. The academic advisor-student relationship can become one of the most valuable aspects of medical education. It provides an opportunity to develop sustained individual contacts between faculty and students on both academic and personal levels. If either the student or the advisor does not find the relationship helpful, either is free to seek a change. If a student wishes to change advisors, he/she should identify a preferred advisor and ask if they are willing and able to take them on as an advisee. If

they agree, the student should email the [Office of Student Affairs](#), cc their new advisor, and request that their advisor on record be officially changed (alternatively they can submit an OTRS ticket). The Office of Student Affairs is also happy to make advisor recommendations if they are not sure who to select. If a faculty member wishes to change advisees, he/she should email the [Office of Student Affairs](#) to request that the student in question be assigned to another advisor.

Student's Rights and Responsibilities

Medical students have a right to have support and assistance from WesternU/COMP in maintaining a climate conducive to thinking and learning. University teaching reflects consideration for the dignity of students and their rights as persons. Medical student or faculty mistreatment in the course of the teacher-learner environment will not be tolerated. Examples of behaviors or situations that are unacceptable include, but are not limited to:

- discrimination based on race, color, religion, national origin, gender, age, sexual orientation, disability, and veteran status (see the Overview section of the University Catalog: Notice of Non-discrimination Policy)
- sexual harassment
- unwanted physical contact
- verbal abuse, profanity, or demeaning comments
- inappropriate or unprofessional criticism which belittles, embarrasses, or humiliates
- unreasonable requests to perform personal services
- grading used to punish or reward a student for nonacademic activities rather than to evaluate performance
- a pattern of intentional neglect or intentional lack of communication
- requiring students to perform tasks beyond their level of competency without supervision

Academic Freedom

WesternU/COMP seeks to maintain and encourage the principles of academic freedom. The principle of academic freedom upholds the ability of students and faculty to express themselves in speech, writing and electronic communication without fear of censorship or sanction: unless the expression violates individual rights. Please refer to the [WesternU/COMP Faculty Handbook](#) section titled 'Principles of Professional Conduct and Academic Freedom' for faculty specific information.

Academic Requirements

Attendance and Absences from Curricular Activities

Students are expected to participate fully in all scheduled classroom, laboratory, small group, practicum and clinical education activities. In person attendance is required for all mandatory curricular activities and students are responsible for all course content regardless of whether they attend the session or not. Students are required to be present for all scheduled examinations and cannot begin an examination more than 15 minutes after the scheduled time or take the exam at an alternate time without permission from the Assistant Dean/Director for Student Affairs. An unexcused absence from an examination is grounds for summary failure (a score of zero) for that examination.

COMP recognizes that occasionally a student must miss a mandatory curricular activity due to a required or unavoidable circumstance. If you need to be excused for any length of time, you must submit your request using the [Time-Off Request \(TOR\) Form](#) via SharePoint. Interprofessional Education (IPE) is a University-administered course; therefore, if a student is absent for IPE they must additionally submit the [IPE Absence Request Form](#) via Blackboard.

Unexcused absences will be viewed as violations of the [Standards of Academic and Professional Conduct](#) outlined in the University Catalog. The Office of Student Affairs will monitor students with frequent absence requests to ensure optimal academic performance. The Office of Student Affairs may limit excused absence privileges if deemed necessary.

Leave of Absence

A student may request a Leave of Absence (LOA) for academic, personal, financial or medical reasons. Leaves of absence must be requested through the [Time-Off Request \(TOR\) Form](#) via SharePoint (accessible only to students) according to the requirements outlined above.

Students requesting an LOA are required to continue monitoring their WesternU email so that no information or deadlines are missed when the student returns to COMP. Students must also consult with the Office of Financial Aid regarding any outstanding loans since students on a 30+ day LOA are not eligible for financial aid while on a leave. Students on LOA are not covered by WesternU's accident, liability, or malpractice insurance during the time of leave. A notation regarding the LOA will appear on the student's academic transcript. Additional information regarding the LOA process can be found in the University Catalog and a student must take these into consideration when requesting an LOA.

Excused Absences for Extracurricular Activities

Students who meet the following criteria may be excused from required curriculum for certain extracurricular activities such as professional conference travel:

- In good academic standing
- Received no more than two grades $\leq 75\%$ in the current and previous semester combined
- Submitted the Time-Off Request (TOR) form no less than 30 days prior to departure
- Activity does not fall on a blackout date ([see SharePoint for dates](#))

Students, whose travel is financially supported by any university entity, must also submit a [Student Travel Notification Form](#) through the Office of University Student Affairs.

Excused Absences and Leave of Absence Documentation

Time off requests can only be considered if the appropriate documentation is attached covered all dates for which the student plans to be absent. Students may scan or take a high quality photo of the necessary documentation, or provide a link to an online source in the comments section of the form. The type of required documentation is determined by the nature of the absence and is reviewed by the Office of Student Affairs. Examples include, but are not limited to:

- A doctor's note, entrance/discharge papers or hospital bill for self or family member
- A program for an immediate family member's wedding, funeral, religious ceremony or graduation
- A registration receipt and/or invitation to participate in a health profession or leadership conference
- A copy of the confirmation of a residency interview

- A screenshot confirming your COMLEX test date
- A receipt for car problems like the purchase of a car battery or confirmation of a tow

If documentation is not provided within the established timeframe (see timeframes section); the student will not be allowed to complete the make-up activity. However, if the absence is later excused, the student will be able to take an incomplete in the course or system and make-up the incomplete work at the end of the academic year.

Timeframe for Submitting Requests

Planned absences (known in advance of the curricular activity): Examples include scheduled religious observances, conferences (see additional requirements below), immediate family weddings/funerals/graduations, surgeries and other medical procedures that cannot be done during academic breaks. The Time-Off Request (TOR) Form and all necessary documentation must be submitted no less than 30 days prior.

Unplanned absences (known just prior to the curricular activity): Examples include acute personal illness, a traffic accident, acute illness or death of a family member. The [Time-Off Request \(TOR\) Form](#) must be submitted by the end of the scheduled curricular activity. If documentation is not available at the time the TOR is submitted, it must be uploaded to the TOR prior to the scheduled make-up opportunity or within 72 hours (whichever comes first). Click “update” after attaching the document to notify us that it is ready for review. Requests may not be approved if documentation is received after 72 hours. If a student is sick enough not to be able to attend lecture, small group or large group and an in class assignment/quiz is offered, they must still submit a TOR, but they do not have to attach a doctor’s note for that illness.

Make-Up Work

Please note that while make-up work is always offered for exams and practicals, some courses have established procedures for missing a class or a quiz (e.g. the lowest quiz grade is dropped) in which case no make-up is offered even if the absence is excused. In other cases, makeup work is not possible due to the nature of the activity. If you are concerned about whether make-ups will be offered for the assignments you will miss during your approved absence, we encourage you to consult the syllabus which will articulate the policy for the course.

If a make-up opportunity is not offered during the course, and at the end of the course you find that the points earned for an activity that occurred during your approved absence could make the difference between honors and pass or pass and fail, you may contact the OAA via the [OTRS Student Portal](#) to ask if they can facilitate a make-up opportunity. If the activity occurred in ECM, OPP or IPE, you must contact the respective department instead of the OAA.

The timeframe for make-up examinations is determined by the course director in conjunction with the Office of Academic Affairs. Make-up examinations are scheduled no more than 72 hours after the original test date. If a student is unable to complete the make-up opportunity at the scheduled time, the student must submit a [Time-Off Request \(TOR\) Form](#) for the date and time of the make-up opportunity. If a student is granted an excused absence for a makeup examination, they will receive an incomplete in the course and given the opportunity to complete the exam at the end of the academic year. If a student does not request an excused absence prior to the make-up exam, they will be subject to the conditions of an unexcused absence and referred to the Student Performance Committee.

If approved for conference travel, students are eligible for make-up work if the activity occurred during their time away from campus. Depending upon conference length and exam timing, students may also request to be excused from taking an exam that occurs immediately after their return from the conference. As with the actual conference dates, students must also submit, no less than 30 days prior to departure, a second [Time-Off Request \(TOR\) Form](#) for the exam day. Blackout dates apply – [see SharePoint for dates](#). If approved, the student is only excused for the exam itself and must attend all other curricular activities for the day.

Additional detail regarding clinical curricular absences can be found in the Clinical Education Manual.

Examination Policies

For most examinations, a student will sit in an assigned seat, unless prior arrangements have been made with the Office of Academic Affairs (OAA). Exams will be administered in the form of a computer-based exam, paper exam, practical exam, and/or oral exam. During an examination, a student may not leave the room until he or she has completed the examination, except in an emergency or as excused by the proctor. If a student is excused to leave the room temporarily, the proctor will accompany the student. The student's examination will be held until his or her return. No additional time will be granted for student's time out of the examination room.

Once a student turns in their examination and leaves the examination room, he or she will not be permitted to re-enter the room until the examination is complete. All student belongings, except those required for examination, will be kept in the front of the room. No food or drink (except bottled water) will be allowed during examinations.

No student questions related to the examination's content will be answered during the examination period. If a student notices a mistake or typographical error, it can be pointed out to the proctor when the student completes his or her examination. If a student perceives that an examination question is incorrect or unclear, the student must answer the question to the best of his or her ability.

Violations of Examination Policies

Cheating, or actions that give the appearance of cheating, will not be tolerated. Students are not to discuss examination questions with other students during any examination, whether it is administered all at once, in segments, or over extended time periods. Additionally, students are not allowed to discuss the examination with those who have not yet taken the examination.

If an examination proctor observes a student behaving in a way that could be perceived as cheating, immediately following the exam, the proctor has the authority to refer the situation to the Office of Academic Affairs (OAA) which may result in the student being referred to the Student Performance Committee (SPC).

If a student suspects a violation during an examination, he or she is responsible to report this to the proctor in accordance with the honor code. Students are not authorized to intervene directly.

COMLEX (National Boards) Requirements

Successful completion of the COMLEX-USA Level 1, COMLEX-USA Level 2 Cognitive Evaluation (CE), and COMLEX-USA Level 2- Performance Evaluation (PE) are a critical milestone toward obtainment of the DO degree. Requirements for a candidate to take the COMLEX-USA Level 3 include passing all other COMLEX exams as mentioned thus far and graduation from an osteopathic medical school accredited by COCA. Traditionally, WesternU/COMP performs well on all levels of the COMLEX examinations. Details can be found on the [Academic Outcomes Web site](#).

The Commission on Osteopathic Colleges Accreditation Standards, Section 6.8.1, mandates that all students must take and pass the National Board of Osteopathic Medical Education (NBOME) COMLEX Level I and COMLEX Level II (CE & PE) prior to graduation (www.osteopathic.org). WesternU/COMP's policy regarding COMLEX is as follows:

COMLEX Level I

- Students must take COMLEX Level I prior to the start of rotations orientation in June. Students completing remediation or incomplete coursework may be granted additional time, however all students must have completed COMLEX Level I by September 1. Any exception to this deadline must be approved in advance by the Associate Dean for Academic Affairs.
- WesternU/COMP Administration will review the record of any student failing to meet this deadline. This may result in the student being removed from rotations and placed on Academic Suspension until the COMLEX Level I examination is taken.
- A student who fails the first attempt of COMLEX Level I is required to immediately contact his or her Academic Advisor, the Associate Dean for Academic Affairs, and the Learning Enhancement and Academic Development (LEAD)/Learning Skills and Accommodations (LSA) office. The student must also meet with the Board Assistance Team to develop a board study plan and to determine changes to the rotations schedule (if needed).
- The Student Performance Committee (SPC) will be notified and the student may be required to present before the SPC. Depending upon the student's performance on the examination, past academic record, and upcoming rotations, he or she may be required to take a Leave of Absence (LOA) from rotations to prepare for and take the exam a second time. The decision to require a student to take an LOA will be at the discretion of the Associate Dean for Academic Affairs.
- A student who fails COMLEX Level I for the second time will be removed from rotations and placed on Academic Suspension. The student will be required to meet with the SPC to discuss his/her continuation in the program and to decide whether a third attempt is justified. If granted permission to take COMLEX Level I a third time, the student will remain on Academic Suspension until a passing score is recorded.
- A student who fails COMLEX Level I three times is subject to dismissal.

COMLEX Level II CE

- A student is required to take COMLEX II CE provided he or she has successfully passed all Didactic Week discipline-specific shelf examinations.
- Students must take COMLEX Level II CE by September 1 of the OMS IV year. Students unable to meet this deadline may be granted additional time, however all students must complete the COMLEX Level II CE no more than 60 days after the completion of the OMS III curriculum. Any exception to this deadline must be approved in advance by the Associate Dean for Academic Affairs. Delay of this examination may prevent participation in the residency Match.
- WesternU/COMP Administration will review the record of any student failing to meet this deadline. This may result in the student being removed from rotations and placed on Academic Suspension until the COMLEX Level II CE examination is taken.
- Students may request, via the [Time-Off Request \(TOR\) Form](#) on SharePoint, up to a 24-hour excused absence from rotations to take COMLEX Level II CE.

- A student who fails his or her first attempt of COMLEX Level II CE is required to immediately contact his or her Academic Advisor, the Associate Dean for Academic Affairs, and the Learning Enhancement and Academic Development (LEAD)/Learning Skills and Accommodations (LSA) office. The student must also meet with the Board Assistance Team to develop a board study plan and to determine changes to the rotations schedule (if needed).
- The Student Performance Committee (SPC) will be notified and the student may be required to present before the SPC. Depending upon the student's performance on the examination, past academic record, and upcoming rotations, he or she may be required to take a Leave of Absence (LOA) from rotations to prepare for and take the exam a second time. The decision to require a student to take an LOA will be at the discretion of the Associate Dean for Academic Affairs
- A student who fails COMLEX Level II CE for the second time will be removed from rotations and placed on Academic Suspension. A second COMLEX Level II CE failure places a student at risk for delayed graduation and on time start of residency (if applicable). The student will be required to meet with the SPC to discuss his/her continuation in the program and to decide whether a third attempt is justified. If granted permission to take COMLEX Level II CE a third time, the student will remain on Academic Suspension until a passing score is recorded.
- A student who fails COMLEX Level II CE three times is subject to dismissal.

COMLEX Level II PE

- A student is required to take COMLEX II PE provided he or she has successfully passed all Didactic Week OSCEs.
- Students must take COMLEX Level II PE by November 1 of the OMS IV year. Students unable to meet this deadline may be granted additional time, however all students must complete the COMLEX Level II CE no more than 120 days after the completion of the OMS III curriculum. Any exception to this deadline must be approved in advance by the Associate Dean for Academic Affairs. WesternU/COMP Administration will review the record of any student failing to meet this deadline. This may result in the student being removed from rotations and placed on Academic Suspension until the COMLEX Level II PE examination is taken. Delay of this examination may prevent participation in the residency Match.
- The COMLEX II PE is only offered at the NBOME testing site in Conshohocken, Pennsylvania. Students may request, via the [Time-Off Request \(TOR\) Form](#) on SharePoint, up to a 72-hour excused absence from rotations to take COMLEX Level II PE.
- A student who fails his or her first attempt of COMLEX Level II PE is required to immediately contact his or her Academic Advisor, the Associate Dean for Academic Affairs, and the Learning Enhancement and Academic Development (LEAD)/Learning Skills and Accommodations (LSA) office. The Student Performance Committee (SPC) will be notified and the student may be required to present before the SPC. The student will be required to participate in an individualized remediation plan that will include practice sessions under the direction of the Standardized Patient Program and assigned rotations designed to increase the student's clinical skills.
- A student who fails COMLEX Level II PE for the second time will be removed from rotations and placed on Academic Suspension. The student must inform his or her residency site (if applicable). The student will be required to meet with the SPC to discuss his/her continuation in the program and to decide whether a third attempt is justified. If granted permission to take

COMLEX Level II PE a third time, the student will be required to participate in a second individualized remediation plan that will include practice sessions under the direction of the Standardized Patient Program and assigned rotations designed to increase the student's clinical skills.

- A student who fails COMLEX Level II PE three times is subject to dismissal.

NBOME Testing Accommodations

If a student applies for and is granted ADA accommodations through the NBOME, he or she is required to inform the Associate Dean for Academic Affairs so that he or she can be excused from taking the exam by the deadline. The student is not required to provide the reason that accommodations are being requested. The student is required to provide updates on the status of the request as information becomes available.

Academic Integrity

During Welcome Week all first year students will sign a copy of the Student Honor Code and Student Code of Ethics. By signing this document students acknowledge that their entry into the study of medicine joins them to a profession that conducts itself according to a long standing moral and ethical code. Further, students affirm that they will strive in all efforts to meet these standards for the betterment of the profession and the patients it serves. Students will be prompt, successfully perform their academic coursework and behave professionally.

Student Honor Code

"As future healthcare providers, students of WesternU/COMP will conduct themselves with honesty, integrity, professionalism, and pride. Students may not cheat, deceive, steal, or tolerate anyone who does".

Student Code of Ethics

The following code of ethics will be adopted by every WesternU/COMP student: I understand that it is a great privilege to study osteopathic medicine. Over the course of my training, I will assume extraordinary responsibility for the health and well-being of others. This undertaking requires that I uphold the highest standards of ethical and compassionate behavior. Accordingly, I have adopted the following statement of principles to guide me throughout my academic, clinical, and research work. I will strive to uphold both the spirit and the letter of this code in my years at WesternU/COMP and throughout my osteopathic medical career.

Honesty

- I will maintain the highest standards of academic honesty.
- I will truthfully represent myself as an osteopathic medical student at all times to patients and healthcare providers.
- I will neither give nor receive aid in examinations or assignments unless expressly permitted by the instructor.
- I will be truthful with patients and will report accurately all historical and physical findings, test results, and other information pertinent to the care of the patient.
- I will conduct research in an unbiased manner, report results truthfully, and appropriately credit ideas developed and work done by others.

Confidentiality

- I will regard confidentiality as a central obligation of patient care.
- I will limit discussions of patients to members of the health care team in settings removed from the public ear (e.g. not in elevators, hallways, cafeterias, etc.).

Respect for Others

- I will uphold a classroom atmosphere conducive to learning.
- I will interact with instructors and peers in a considerate and cooperative manner.
- I will treat patients and their families with respect and dignity both in their presence and in discussions with other members of the health care team.
- I will interact with patients in a way that ensures their privacy and respects their modesty.
- I will interact with all members of the health care team in a considerate and cooperative manner.
- I will not tolerate discrimination on the basis of race, gender, religion, sexual orientation, age, disability, or socioeconomic status.
- I will judge my colleagues fairly and attempt to resolve conflicts in a manner that respects the dignity of every person involved.

Responsibility

- I will conduct myself professionally--in my demeanor, use of language, and appearance--in the presence of patients, in the classroom, and in health care settings.
- I will conduct myself in a professional manner with faculty, staff or other employees of WesternU/COMP.
- I will set patient care as the highest priority in the clinical setting.
- I will recognize my own limitations and will seek help when my level of experience is inadequate to handle a situation on my own.
- I will not use alcohol or drugs in any way that could interfere with my clinical responsibilities.
- I will not use my professional position to engage in romantic or sexual relationships with patients or members of their families.
- I will participate fully in the enforcement of this statement of principles. I realize that failure to take appropriate action is itself a violation of the principles.

Expectations of Faculty, Residents and Fellows

- I have the right to expect clear guidelines regarding assignments and examinations, as well as to have testing environments that are conducive to academic honesty.

- I cannot be compelled to perform procedures or examinations which I feel are unethical or beyond the level of my training.
- I have the right to not be harassed and to not be subjected to romantic or sexual overtures from those who are supervising my work.
- I have the right to be challenged to learn, but not abused or humiliated.

Student Performance Committee

There is a COMP and a COMP-Northwest Student Performance Committee (SPC). Each SPC is comprised of five voting faculty members, the chair, a recording secretary, and the following *ex officio* members: the Assistant Dean/Director for Student Affairs, Associate Dean for Academic Affairs, and a representative from the Office of Learning Enhancement and Academic Development (LEAD)/Learning Skills and Accommodations (LSA).

Students whose academic performance or professional development negatively effects or impairs their ability to successfully progress through osteopathic medical school will be required to appear before the SPC. The recording secretary will notify the student that they have been called to the SPC, and the student and their advisor (if available) will meet with the committee prior to deliberation. The committee will submit its recommendations to the Dean, and the Dean will make a final decision regarding the course of action which could include; remediation, probation, suspension or dismissal. The Dean's decision may be appealed to the Provost following the University's appeal process (See the University Catalog: Student Appeal Process).

The Chair of the committee shall be appointed annually by the Dean of WesternU/COMP. The committee will meet at the invitation of the chair. Faculty members are appointed by the Dean for three years with staggered terms. For purposes of creating a voting quorum, the committee chair may be counted. A quorum will consist of one more than half of the five voting members of the committee (three voting members).

The SPC also has the responsibility of recommending to the Faculty as a whole the awarding of the degree of Doctor of Osteopathic Medicine for all students who satisfactorily complete all requirements for graduation as stated in the University Catalog: Student Performance Committee.

Graduation

A student will be recommended for the Doctor of Osteopathic Medicine Degree provided he/she:

- Is not on probation or suspension and has completed all prescribed academic and clinical requirements with a cumulative numeric score of at least 70% and has no outstanding grade of "I", "NP", or "NCR"
- Has been enrolled in WesternU/COMP during his/her final two years.
- Has successfully taken and passed the COMLEX Level I, COMLEX Level II CE, COMLEX Level II PE examinations.
- Has demonstrated compliance with the "General Academic Policies and Procedures" section of the University Catalog regarding standards of academic and professional conduct.
- Has complied with all the legal and financial requirements of the University as stated in the University Catalog.

- Has attended in person and participated in the Commencement ceremony at which time the Doctor of Osteopathic Medicine degree is conferred. Unless special permission has been granted by the Dean, each student must participate in their respective commencement ceremony. If the Dean grants special permission for excusal from commencement, the graduate may be required to present themselves to the Dean or their designee at another specified date to take their profession's oath before their diploma will be released. Requests for excusal will only be granted for extenuating circumstances.

Students may participate in commencement activities provided they will complete all requirements of the program by December 31st of that calendar year. No student will receive his or her degree until the student has completed all requirements for graduation. Degrees will be dated as appropriate to completion date.

Post Graduate Medical Education

Graduation from WesternU/COMP with a DO degree does not guarantee placement in a residency or eventual licensure. Obtaining a Post Graduate Medical Education (PGME) position, commonly known as internship or residency, is dependent upon many factors. PGME programs evaluate candidates on areas such as curricular performance, board scores, interpersonal skills, demonstration of leadership, etc. Candidates participate in a competitive process known as the Match to secure a PGME position. This occurs through either the National Matching Services (NMS) for positions offered by the American Osteopathic Association (AOA) or through the National Resident Match Program (NRMP) for positions offered by the Accreditation Council for Graduate Medical Education (ACGME). Students are required to comply with all policies and requirements of the Match. Students are required to be familiar with all requirements and ignorance of those requirements is not a valid excuse for a Match violation. Any Match violation is grounds for dismissal from COMP.

Traditionally, WesternU/COMP students are very successful in residency placement. Placement data can be found on the [Academic Outcomes Web site](#).

Standards of Academic Progress and Professional Conduct

Students must pass all courses and maintain a cumulative numeric score of at least 70% on a yearly basis to be making satisfactory academic progress. A final grade of "Fail" or a numeric score below 70% in any course, system, or rotation must be remediated prior to promotion to the next level of training or graduation. Requirements must be completed as specified and within six years from the date of matriculation. Professional conduct is defined by the Student Honor Code and the Student Code of Ethics. Students perceived by faculty, administration or colleagues to be in violation of these standards will be referred to the Student Performance Committee.

Academic Probation

A student will be placed on academic probation (See the University Catalog: Probation) for reasons including;

- A consistent pattern of substandard academic progress or professional development as determined by the Student Performance Committee (SPC). This includes, but is not limited to, receiving a failing grade in any course, system or rotation, or a grade of NCR in a required CR/NCR course.
- A cumulative percentage score less than 70%
- When directed to repeat a year for academic or professionalism reasons

Students on academic probation must meet with (in person/by phone) their faculty advisor at least once a month and must meet at least four times with a representative from the Learning Enhancement and Academic Development (Pomona) or Learning Skills & Accommodations Office (Lebanon) and any other resources suggested by the committee. It is the student's responsibility to arrange these meetings.

Students on academic probation must resign from all leadership roles in extra-curricular or co-curricular activities associated with the University, College, and/or with professional associations. Exceptions will be at the discretion of the Dean of WesternU/COMP.

Academic Suspension

A student may be placed on Academic, Conduct or Summary Suspension for the reasons outlined in the University Catalog (See the University Catalog: Suspension). Specific reasons why a student may be placed on academic suspension include;

- Failure to pass a second attempt of COMLEX Level I
- Failure to pass a second attempt of COMLEX Level II CE or PE
- Failure to perform in a professional manner or demonstration of serious deficiencies in ethical or personal conduct.

Students on academic suspension will meet with the SPC. Potential outcomes could include disciplinary action, dismissal or continuation with COMP's academic program. If the student is allowed to resume his or her studies, the student will remain on academic probation until he or she has demonstrated that the deficiency has been resolved.

A student on academic suspension is not registered as an active student and is not eligible for financial aid during this time (See the University Catalog: Tuition Refund Policy). He or she is required to use the time to remediate the deficiency for which the academic suspension was levied. Students on academic suspension must resign from all leadership roles in extra-curricular or co-curricular activities associated with the University, College, and/or with professional associations.

Dismissal

A student may be dismissed if he/she displays a consistent pattern of substandard academic performance and/or professional development, and/or jeopardizes COMP's standards of scholarship, conduct and orderly operation. Examples of why a student could be dismissed include:

- Receiving a "no pass" in two or more courses totaling more than 25% of the total credit hours within one curriculum year.
- Receiving a "no pass" in three or more courses regardless of total credit hours.
- Receiving a "no pass" grade in two or more rotations within one curriculum year. All rotation failures in a student's curriculum year count towards dismissal criteria regardless of whether they have been remediated.
- Receiving a "no pass" in a remediated course or clinical rotation.
- Failing to pass the COMLEX Level I or COMLEX Level II CE or PE on the third attempt.
- Demonstrating a consistent pattern of substandard academic performance and/or professional development

See the University Catalog section titled 'Dismissal' for more information.

Financial Aid Warning Policy (Title IV and Title VII)

If a student is not making Satisfactory Academic Progress (SAP) they may be placed on "Financial Aid Warning" status for the next payment period and continue to receive financial aid for that period. Financial Aid is any financial assistance offered to the student for paying for their education, such as loans, scholarships, Federal Work-Study, grants and stipends (judged on the criteria of the stipend). Students who fail to make SAP by the end of the payment period lose Financial Aid eligibility.

It is the policy of the [Financial Aid Office](#) (FAO) that once a student has been placed on academic probation for not meeting SAP standards as defined by the college, the FAO will automatically place the student in a Financial Aid Warning status. During the next academic term, if the student does not meet SAP standards and the college places the student on academic suspension, the student will no longer be eligible for financial aid. If the student appeals the academic suspension and the appeal is approved, financial aid will be reinstated. If the student is directed to audit courses, those courses will not be covered by financial aid.

Tutorial Assistance Program

A Tutorial Assistance Program (TAP) has been established to assist students experiencing academic difficulty. Students will be recommended for this program by a faculty advisor or professor. Students may self-identify to TAP to receive assistance. The tutors will be chosen on the recommendation of the faculty in each discipline. Group tutoring is the methodology most used by the TAP department. For more information on academic counseling and the TAP program, contact the Learning Enhancement and Academic Development Office (LEAD)/Learning Skills and Accommodations (LSA).

Course Repeats and Remediations

The educational objectives that underlie remedial teaching and evaluation will be the same as the educational objectives that underlie regular courses in the curriculum.

A student receiving a "no pass" on one or more courses or rotations will be reviewed by the Student Performance Committee (SPC) and a recommendation will be made to the Dean. The Committee will base its recommendation on the student's academic record and other considerations with input from the student, the student's faculty advisor, and the course or rotation faculty members as appropriate. The SPC's recommendation to the Dean may include; requiring that the student remediate or repeat the course or rotation, repeat a semester, repeat an entire academic year, or be dismissed.

A student who fails a course and then begins a Leave of Absence (LOA) will only be considered for remediation after they complete the entire academic year.

If the student is allowed to remediate or repeat the course or rotation, the Course Director will determine the way(s) in which the student will demonstrate acceptable academic performance and complete the requirement. This may include: passage of a comprehensive examination, completion of a special project or study in the deficient area(s) or other requirements as directed. Remediation of preclinical courses is only offered during the summer and remediation or repeats of clinical courses are scheduled per availability before the start of the student's next academic year.

A student who successfully remediates a course or rotation will receive a grade of "RP".

If a student is directed to repeat a course(s), the grade(s) for repeated course(s) will be recorded on the official transcript. Only the most recent grade(s) received for a repeated course(s) will be included in

the student's GPA calculation. Students will be charged full tuition for repeated coursework, including repeated clinical rotations.

The academic record of a student who does not pass a remediated or repeated course, system, or rotation will be reviewed by the SPC and their recommendation to the Dean may include repeating a semester or the entire academic year, or dismissal.

Remediation: Financial Aid Policy

If the student, at the end of the academic year, is still considered to be making unsatisfactory progress and must remediate, he or she will not be eligible to receive Title IV or Title VII funding as per federal regulations, and will be removed from the list of eligible financial aid recipients.

Withdrawal

A student may choose to voluntarily withdraw at any time, or the university may administratively withdraw a student if they are absent for 30 or more days without communication (See University Catalog: Withdrawal from University/Program).

Transfer to another College of Osteopathic Medicine

If it becomes necessary that a student in good academic standing wishes to transfer to another osteopathic medical college, the student may request the transfer by sending a letter to the Dean of WesternU/COMP along with a letter of good standing (requested by the student from the Office of the Registrar). If a hardship has arisen that will be alleviated by transfer to another osteopathic medical college, this hardship should be clearly documented in the petition to the Dean.

Evaluation and Grading

Pre-Clinical Curriculum Grading (OMS I & II)

Final pre-clinical course grades are reported on the transcript as Honors (HNR), Pass (P), or Fail (NP). These grades are assigned based on the final percentage score a student achieves in a course or system according to the following rubric:

<u>Grade</u>	<u>Equivalent</u>	<u>GPA Points</u>
HNR	Honors (90% and above)	N/A
P	Pass (70-89%)	N/A
NP	Fail (Less than 70%)	N/A
RP	Remediated Pass (70%)	N/A
CR	Credit	N/A
NCR	No Credit	N/A

ADMINISTRATIVE GRADES

<u>Grade</u>	<u>Equivalent</u>	<u>GPA Points</u>
AU	Audit	N/A
I	Incomplete	N/A
W	Withdrawal	N/A
M	Missing	N/A

Clinical Curriculum Grading (OMS III & IV):

Grades for rotations and courses are reported on the transcript as honors (HNR), High Pass (HP), Pass (P), Low Pass (LP), or Fail (NP). A failed course or rotation that is successfully remediated is designated as a "Remediated Pass" (RP) on the transcript. The following percentages will be used to convert performance indicators (e.g. Honors) into percentages (e.g. 100%) that will be used to calculate GPA and class rank:

<u>Grade</u>	<u>Equivalent</u>	<u>GPA Points</u>
HNR	Honors (100%)	N/A
HP	High Pass (90%)	N/A
P	Pass (80%)	N/A
LP	Low Pass (70%)	N/A
NP	Fail (69%)	N/A
RP	Remediated Pass (70%)	N/A
CR	Credit	N/A
NCR	No Credit	N/A

ADMINISTRATIVE GRADES

<u>Grade</u>	<u>Equivalent</u>	<u>GPA Points</u>
AU	Audit	N/A
I	Incomplete	N/A
W	Withdrawal	N/A
M	Missing	N/A

Cumulative Numeric Scores and Class Rank

The cumulative numeric score will be calculated at the end of each semester of the OMS I and II years with the average of all course numeric scores weighted by the number of course credit hours attempted. Since rotation grades are received on a rolling basis, cumulative calculations will occur at the end of the OMS III year so that a student's quartile ranking can be reported on the Medical Student Performance Evaluation (MSPE). A final cumulative score will be calculated when all OMS IV grades are received.

If a course or clinical rotation is repeated or remediated, only the last grade earned enters into the computation of the cumulative numeric score/grade point average, but the original numeric score remains on the student's transcript.

After completion of the OMS II year, a student with a cumulative numeric score of <75% may have some or all third-year clinical rotations assigned by the Associate Dean for Academic Affairs or their designee.

Cumulative class rank will not be calculated for transfer students. Osteopathic Undergraduate Teaching Fellows will not be ranked until the end of the final year.

Incomplete Grade (I) Courses or Systems

An Incomplete (I) indicates that a student has not been able to finish all work required for issuance of a grade within the normally scheduled time of the course or system. The "I" is not counted in the grade point calculations and must be replaced before the student can register for the next academic term, unless other arrangements have been made with the Associate Dean for Academic Affairs or their designee. When the incomplete work is complete, the "I" grade remains on the transcript and the final grade that the student has earned for the course is listed following the "I" (e.g. I/Pass). If the required

work is not completed within the specified time, the “I” will be converted to the score the student achieved in the course/system prior to the “I” being assigned.

Incomplete Rotations

If a student is unable to finish a rotation due to an extraordinary personal or family situation, he or she must notify the /Department of Clinical Education prior to leaving the rotation. In cases of life-threatening emergency, students are required to inform the Department of Clinical Education as soon as possible after the emergency is handled. Once the issue is resolved, a determination will be made on a case-by-case basis as to whether the student will be allowed to resume the rotation, get partial credit for the rotation, or repeat the rotation in its entirety.

If a student cancels a rotation on his or her own, leaves a rotation before it is finished without prior authorization of the Department of Clinical Education, fails to show for a rotation without prior notification to the Department of Clinical Education, or is asked to leave the rotation by the preceptor or other authorized rotation site personnel, the student will be placed on academic suspension and the rotation will be listed as “Fail” with a numeric score of 0 (zero) assigned. The Department of Clinical Education will notify the Office of Student Affairs who will place the student on academic suspension, and the student will be required to present before the Student Performance Committee (SPC). The SPC will forward a recommended course of action to the Dean or their designee. The recommendation may include; repeat of one or more rotations, repeat of the entire academic year or dismissal. The Dean or their designee will make the final decision, which can be appealed following the University’s Appeal policy (see the University Catalog: Student Appeal Process).

Grade Reports

Official grades are turned in to the Registrar by the Pre-Clinical Department or the Department of Clinical Education at which time the online student records system, BanWeb, is updated. Official grade reports and unofficial transcripts will be available on the BanWeb student records system throughout the academic year.

Grade Changes Pre-Clinical (OMS I & II)

No grade or numeric score will be changed unless the Course or System Director or Pre-Clinical Curriculum Manager certifies in writing to the Associate Dean for Academic Affairs that either an error in computing or recording the score occurred or that a student has successfully remediated a course, system or rotation. This information will subsequently be transmitted to the Registrar.

For on-campus courses, students have a maximum of two weeks from the time examination results are released to them to bring any errors or irregularities in grading to the attention of COMP’s Office of Academic Affairs (OAA). Remediated scores are recorded along with the original numeric score, but only the remediated score is calculated into the cumulative numeric score.

Grade Changes Clinical (OMS III & IV)

In order to avoid problems and misunderstandings, students should make every effort to discuss the preceptor’s evaluation of their performance prior to the completion of the clinical rotation. Once a grade has been sent to COMP, the student may not discuss the grade with the preceptor or clinical site. Failure to follow this policy will result in the student being assigned a final grade of “Fail” for the rotation, regardless of the original grade submitted by the preceptor or site.

If a student wishes to dispute a rotation grade, they must submit a ticket through the clinical education student portal in which they explain the situation, and provide documentation (including the mid-rotation evaluation) substantiating the reason for requesting review. All disputes must be submitted within 90 days of the date they are notified of the grade. The final evaluation will be made by

the Assistant Dean/Director for Clinical Education, and the student will be informed of the final disposition of the rotation grade. The decision of the Assistant Dean/Director will be final.

Grade changes for rotations and courses will be considered only under the following conditions:

- When a student successfully remediates a rotation or course.
- When the preceptor or clinical site submits verbal or written information that a clerical error has been made regarding the rotation evaluation. In case of a verbal statement, the Assistant Dean for Clinical Education, Director of Clinical Education, or Clinical Education Manager must transcribe the statement and verify by his or her signature.
- When the preceptor submits a verbal or written request to have the score changed for reasons other than a clerical error. This request must include justification for making the change.

All grade changes must have the approval of the Rotation/Course Director and Assistant Dean/Director for Clinical Education.

Credit Hour Calculation

Courses are rated at one credit hour for each 12 hours of lecture or 24 hours of laboratory practicum, directed independent study, or small group sessions. Credit hours of 2.5 will be assigned for each week of clinical rotations.

Issues/Dispute Resolution Procedure

When an issue or dispute arises between students, the issue/dispute resolution process starts with communication among the involved students. If a satisfactory resolution is not arrived at that level, the matter should then be addressed with the faculty advisor. If the problem is not resolved at the faculty advisor/course director level, the matter should be brought to the Assistant Dean for Student Affairs, followed by the Dean and then the Provost/COO. If the matter has not been resolved at those levels, the final arbiter is the President.

When an incident arises involving a faculty member, the first step in the issue/dispute resolution process is discussion with the faculty member. If the matter is not satisfactorily resolved at that level, then the matter should be referred to the Department Chair, Assistant Dean for Student Affairs, Dean and Provost/COO, in that order. The final arbiter is the Board of Trustees.

When an incident arises involving a staff member, the dispute resolution process begins with the Supervisor/Department Chair, Assistant Dean for Student Affairs followed by the Dean. The Office of Human Relations is the final arbiter.

Failure to follow this sequence of steps will only serve to delay the appropriate resolution of the issue or dispute as the matter will only be referred back to the correct level in this chain of responsibility.

Complaints Regarding Accreditation Standards

WesternU/COMP is committed to meeting and exceeding the standards for accreditation of colleges of osteopathic medicine as described by the American Osteopathic Association's Commission on Osteopathic College Accreditation (www.osteopathic.org). It is the policy of WesternU/COMP that a student who believes that WesternU/COMP may not be in compliance with a standard of accreditation has the right to file a complaint through the following procedure:

- A written, dated and signed complaint must be filed with the Office of Student Affairs, WesternU/COMP.

- A student affairs professional will consult with the Dean and form an *ad hoc* committee of faculty and students to investigate the complaint.
- The results of the investigation shall include findings of fact, a determination of compliance or non-compliance, and recommended corrective actions if non-compliance is determined. The results will be communicated in writing to the Dean of COMP, the Office of Student Affairs, and to the student complainant.
- If corrective action is indicated, the Dean will respond to the *ad hoc* committee with a plan for such action within 30 days of receipt of the committee's findings and recommendations.
- Records of all proceedings regarding complaints will be maintained by COMP's Office of Academic Affairs.

In the event that the student is not satisfied with the *ad hoc* committee's determination and/or the resulting corrective action plan, the student may communicate his or her complaint to:

Chairperson, Commission on Osteopathic College Accreditation
American Osteopathic Association
142 East Ontario Street, Chicago, Illinois 60611-2864
Phone Number: 800-621-7113 x8048
Email: kretz@osteopathic.org
Website: www.aoacoca.org

Curriculum Organization

Pre-Clinical Curriculum (OMS I and II)

The first and second years of osteopathic medical school introduce the student fundamental scientific concepts as they apply to the study of medicine as well as the role of the physician in society. Exposure to Clinical medicine with an emphasis on osteopathic principles and practice is woven throughout the curriculum.

Year 1, Fall Semester, DO/DONW 2018		
Course	Title	Credit Hours
IPE 5000	Patient Centered Cases I	1.00
OM 5015	Introduction to the Study of Medicine	1.00
OM 5025	The Molecular and Cellular Basis of Medicine	10.00
OM 5002	Medical Gross Anatomy (ISAC) OR	
OM 5030	Medical Gross Anatomy	12.00
OM 5045	The Physician and Society I	2.00
OM 5080	Essentials of Clinical Medicine I	3.50
OM 5090	Osteopathic Principles and Practice I	2.50
OM 5099	Service Learning I	1.00
Semester Total:		33.00
Year 1, Spring Semester, DO/DONW 2018		
Course	Title	Credit Hours
IPE 5100	Patient Center Cases II	1.00
OM 5125	Neuroscience System	11.50
OM 5130	Musculoskeletal System	5.00
OM 5145	Introduction to Disease, Immunity, and Therapeutics	7.00
OM 5155	Behavioral Medicine and Psychiatry	5.50
OM 5175	Blood and Lymphatics System	4.00
OM 5180	Essentials of Clinical Medicine II	3.50
OM 5190	Osteopathic Principles and Practice II	2.50
OM 5199	Service Learning II	2.00
Semester Total:		42.00
Year 1 Total:		75.00

Year 2, Fall Semester, DO/DONW 2017		
Course	Title	Credit Hours
IPE 6000	Team Training in Healthcare I	1.00
OM 6015	The Physician and Society II	3.00
OM 6020	Cardiovascular System	8.50
OM 6035	Renal System	4.50
OM 6040	Respiratory System	8.50
OM 6045	Endocrine System	5.50
OM 6080	Essentials of Clinical Medicine III	3.50
OM 6090	Osteopathic Principles and Practice III	2.50
Semester Total:		37.00
Year 2, Spring Semester, DO/DONW 2017		
Course	Title	Credit Hours
IPE 6100	Team Training in Healthcare II	1.00
OM 6115	Dermal System	3.00
OM 6130	Reproductive System	6.00
OM 6140	Gastrointestinal System and Nutrition	6.50
OM 6172	Emergency Medicine	1.00
OM 6173	Geriatrics	1.50
OM 6176	Pediatrics	2.50
OM 6180	Essentials of Clinical Medicine IV	5.50
OM 6190	Osteopathic Principles and Practice IV	4.50
Semester Total:		31.50
Year 2 Total:		68.50

Clinical Curriculum (OMS III and IV)

COMP's clinical curriculum consists of the following clinical rotations (each rotation is 4 weeks long, unless otherwise noted):

Year 3, DO/DONW 2016		
Course	Title	Credit Hours
OM 7010	Family Medicine	10.00
OM 7020	Internal Medicine I	10.00
OM 7021	Internal Medicine II	10.00
OM 7022	Internal Medicine III	10.00
OM 7030	Surgery (General)	10.00
OM 7050	Elective	10.00
OM 7051	Elective	10.00
OM 7060	Osteopathic Manipulative Medicine	10.00
OM 7070	Pediatrics	10.00
OM 7080	Psychiatry	10.00
OM 7090	Obstetrics/Gynecology	10.00
OM 8055	Essentials of Clinical Medicine V	3.50
Year 3 Total:		113.50

Year 4, DO/DONW 2015		
Course	Title	Credit Hours
OM 7515	Medicine Sub-Internship	10.00
OM 7530	Surgery Sub-Internship	10.00
OM 7540	Emergency Medicine	10.00
OM 7550 A-G	Electives	70.00
OM 8555	Essentials of Clinical Medicine VI	3.50
Year 4 Required Total:		103.50

Course Descriptions

Courses listed in this catalog are subject to change through normal academic channels. New courses and changes in existing course work are initiated by the appropriate faculty members, departments, or programs, and must be approved by the Curriculum Committee, the faculty, and the Dean of COMP.

IPE 5000 Patient Centered Cases - An Interprofessional Approach I (1 credit hour, CR/NCR)

IPE 5000 is offered as part of the college curriculum for all first year, entry level health professional students and is a university requirement for all participating colleges. The course is designed to prepare the healthcare student to practice patient-centered collaborative care through a team approach. Working in small interprofessional teams, students will explore cases representing conditions across the human lifespan.

IPE 5100 Patient Centered Cases - An Interprofessional Approach II (1 credit hour, CR/NCR)

Continuation of IPE 5000.

IPE 6000 Team Training in Healthcare I (1 credit hour, CR/NCR)

IPE 6000 will continue to build upon the knowledge from the IPE 5000 series, but will expand upon that knowledge and require the student to learn and apply advanced tools and strategies that are crucial to develop a collaborative healthcare team. The majority of the course is independent study with students engaging in a large scale tabletop activity where they apply team tools necessary to solve a healthcare dilemma.

IPE 6100 Team Training in Healthcare II (1 credit hour, CR/NCR)

Continuation of IPE 6000.

OM 5001 Summer Medical Sciences Preparatory Program (0 credit hours, CR/NCR)

The Summer Preparatory Program prepares incoming students for an introduction to the curriculum of Osteopathic medical school. This program includes course work in various topics, which may include gross anatomy, OMM, physiology, biochemistry and microbiology. Presentations focus on enhancing student study and test-taking skills. Acceptance into this program is at the discretion of the instructor/coordinator. The course is elective and does not meet any requirements of the Doctor of Osteopathic Medicine curriculum. A separate tuition of \$750 is charged. Students from other programs of the University may enroll in this course. For additional information, contact the Learning Enhancement and Academic Development (LEAD) Office.

OM 5002 Medical Gross Anatomy - Intensive Summer Anatomy Course (ISAC) (12 credit hours)

This course presents an understanding of the superficial and deep anatomical structures and their arrangement to one another while emphasizing normal function and Clinical features of the human body. Through laboratory dissections of cadavers, radiology, and didactic lectures, students will learn the language of anatomy and clinically-important relationships. Particular attention will be paid to the neurovascular bundles throughout the entire body. In addition to dissections; models, radiographs, clinical presentations, and special demonstrations are employed to emphasize current clinically-relevant structures and presentations.

The sum total of this fast-paced course is that students will be able to identify all of the bones, organs, muscles, arteries, veins, nerves and lymphatic structures needed to be successful in subsequent DO curriculum and will be able to identify the anatomical defects, injuries, and malformations implicit in the clinical conditions interspersed within the dissection, labs, lectures, and exams. Students are selected for this course based on GPA and MCAT scores, as well as previous course work in anatomy. No separate fee is charged as the student registers for medical school upon matriculation into this course. Upon completion of ISAC, students will resume the anatomy curriculum by participating in the Head and Neck section, which occurs in the latter portion of the Medical Gross Anatomy Course. Students who complete ISAC with a minimum grade of 80% are potentially eligible to assist the faculty during the Gross Anatomy portion of the regular Medical Gross Anatomy course. To apply, contact the Course Director by e-mail or phone.

OM 5003 ISAC Facilitation (4 credit hours, CR/NCR)

Prerequisites: Completion of OM 5002 with a final percentage score of 80% or higher and permission of the Course Director. Students enrolled in this elective course will assist the other first-year medical students in the dissection of cadavers and otherwise aid students in the regular Medical Gross Anatomy course. Other types of teaching assistance, including prosecting difficult-to-identify structures, may also be required.

OM 5015 Introduction to the Study of Medicine (1 credit hour)

This course provides an introduction to COMP's curriculum, an overview of the college's academic processes and expectations, and presents other topics such as conflict resolution and professional communication. During the course, students appraise their motivations for Osteopathic medicine as a first step in the development of an identity as an Osteopathic physician. Learning styles and critical thinking skills are evaluated, and students are given study strategies based on their learning style types. Presentations regarding the effective use of electronic medical resources and the development of a professional portfolio are given.

OM 5025 The Molecular and Cellular Basis of Medicine (10 credit hours)

This course presents an integration of molecular biology, biochemistry, cellular physiology and excitable cells, introductory genetics and histology and embryological development within the context of their clinical applications of basic biomedical sciences. Additionally, the course includes an introduction to pathology with a focus on neoplasia.

OM 5030 Medical Gross Anatomy (12 credit hours)

This course presents an understanding of the superficial and deep anatomical structures and their arrangement to one another while emphasizing normal function and clinical features of the human body. Through laboratory dissections of cadavers, radiology, and didactic lectures, students will learn the language of anatomy and clinically-important relationships. Particular attention will be paid to the neurovascular bundles throughout the entire body. In addition to dissections; models, radiographs, clinical presentations, and special demonstrations are employed to emphasize current clinically-relevant structures and presentations.

The sum total of this fast-paced course is that students will be able to identify all of the bones, organs, muscles, arteries, veins, nerves and lymphatic structures needed to be successful in subsequent DO curriculum and will be able to identify the anatomical defects, injuries, and malformations implicit in the clinical conditions interspersed within the dissection, labs, lectures, and exams.

OM 5045 The Physician and Society I (2 credit hours)

Today, physicians must be able to relate meaningfully to society and societal needs as well as their individual patients with confidence, competence and knowledge. The Physician and Society I course is designed to explore the role of the physician in modern society through lectures supplemented by experiential and case-based learning. The topics include: the evolution of medical practice and health care in the U.S., exploration of medical history as it applies to today's issues and the use of the scientific method as the best way to evaluate diagnosis and treatment. The course continues with an introduction to cultural, racial and ethnic diversity as it relates to medical practice, disease prevention and healthy lifestyles as well as medical ethics and professional leadership. The student will actually participate in a healthy living exercise. This course is meant to begin to prepare the osteopathic physician for the challenges of modern medical practice and prepare the student for the additional topics covered in PAS II.

OM 5080 Essentials of Clinical Medicine I (3.5 credit hours)

Essentials of Clinical Medicine I introduces students to the world of clinical medicine through a multifaceted approach, including early patient contact with both model and simulated patients, facilitated small group sessions, didactic sessions, self-directed and online exercises, and group projects. Emphasis is on development of history-taking and physical examination skills, critical thinking skills, differential diagnosis formation, construction of treatment plans, and doctor-patient communication skills. Other components of the course include professionalism, medical informatics, service learning, and the role of the physician in society and health promotion and disease prevention.

OM 5090 Osteopathic Principles and Practice I (2.5 credit hours)

This course presents osteopathic philosophy, principles and practice with a focus on osteopathic palpatory diagnosis and osteopathic manipulative treatment methods and procedures. Didactic and laboratory sessions emphasize an anatomical and physiological approach to palpatory skill development in the context of patient-centered problem-solving and patient health care management. Students are exposed to traditional and contemporary osteopathic manipulative techniques and modalities, which include but are not limited to soft tissue, articulatory (joint mobilization), muscle energy, high velocity/low amplitude (HVLA), strain/counterstrain, and lymphatic techniques. These procedures, when performed using the distinctive osteopathic philosophy and principles, enable the student to become proficient at assessing and treating somatic dysfunction as it relates to disturbances in posture and motion, respiration, circulation, metabolic processes, neurological, and behavioral functions. The material of the course is presented through a variety of learning situations including: hands-on laboratories, small group case and problem-based learning, didactic lectures, and collaborative and synergistic modules with the Family Medicine curriculum.

The NMM/OMM Department offers the COMP² program for students who are interested in additional exposure to patient care with the use of OMM as a treatment modality. The program includes supervised shadowing of the OMM faculty and Fellows Clinic, participation in assisting in training other students, and a few other specified venues. Although no course credit is given for participation in the COMP² program, it is recognized and considered by the COMP faculty as a recommended resource for the course.

OM 5099 Service Learning I (1 credit hour)

The essence of professionalism is 'service to others.' This course is a combination of lectures and 24 hours of a community service-learning project of the student's choice. It aims to enhance students' understanding of themselves and the community through various interactive teaching and learning activities, as well as to incorporate the importance of integrating public health issues and the principles of epidemiology into clinical practice. Course lecture topics include: public health, epidemiology, community health, health literacy, program planning, research methods, and biostatistics. The course will also provide a basic understating of relevant global health issues. Students will work in the community to meet, talk with and learn about the people in the community, many of whom are underserved, to identify the needs in that community and plan interventions to improve the lives of the young, the elderly or the homeless, depending on their site choice. Service Learning I and II provide several important steps for becoming a competent health care professional.

OM 5125 Neuroscience System (11.5 credit hours)

Structure and function of the human nervous system and the etiology of common mental dysfunctions and diseases. Basic science topics include neuroembryology and development, neurohistology, cerebral and spinal neuroanatomy, sensory-motor physiology, and neuropharmacology. Clinical topics include neurology and cerebrovascular disorders, CNS infection, neuropathology, sleep, cognition, aging, and dementia.

OM 5130 Musculoskeletal System (5 credit hours)

This course reviews the embryology, histology, functional anatomy, physiology, microbiology, pharmacology, and pathology pertinent to the musculoskeletal system. Course instructors include both basic science and clinical faculty. Students are expected to integrate the basic science and clinical concepts while applying an evidence-based approach to diagnosis and management of musculoskeletal diseases.

OM 5145 Introduction to Disease, Immunity and Therapeutics (7 credit hours)

This is an integrated course introducing microbiology, immunology, pathology, and pharmacology to prepare students for more in-depth study during the systems. Genetics, as related to these disciplines, is also included. Clinical applications of the basic sciences are emphasized.

OM 5155 Behavioral Medicine and Psychiatry (5.5 credit hours)

Presented in conjunction with neuroscience, this course presents biological, psychological and social aspects of behavior in relation to medical practice. Major topics include the etiology and treatment of substance abuse, the physician-patient relationship, emotion and personality, etiology of gender identify and sexual orientation, human sexuality, evolutionary origins of behavior, and the genetic and environmental aspects of behavioral disorders. The course addresses how a patient's behaviors contribute to their health and/or disease. The physician's role in the education for behavioral change is also discussed. The psychiatry portion of the course builds upon the bio-psycho-social foundation presented during behavioral science. Major DSM-V diagnoses will be explored. Implications for medical practice will be emphasized. The course develops the physician's ability to recognize and deal with, or to refer, the most common and prevalent psychopathologies encountered in the general population.

OM 5175 Blood and Lymphatics System (4 credit hours)

Students work as teams in small groups to address a variety of clinical cases that involve the hematopoietic and lymphoreticular organs, including anemia, clotting disorders, blood-borne infections, myeloproliferative and myelodysplastic disorders. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management.

OM 5180 Essentials of Clinical Medicine II (3.5 credit hours)

Prerequisite: OM 5080. This course is a continuation of OM 5080.

OM 5190 Osteopathic Principles and Practice II (2.5 credit hours)

Continuation of OM 5090.

OM 5199 Service Learning II (2 credit hours)

Prerequisite: OM 5099. Continuation of OM 5099.

OM 6015 The Physician and Society II (3 credit hours)

Prerequisite: OM 5045. The Physician and Society II course will build on knowledge and experience gained from PAS I and prepare students for their potential role as leaders in health care and the osteopathic profession. In PAS II, lectures and experiential case-based topics will include professional leadership, health policy, lifestyle medicine and effective strategies for communicating with patients, as well as medical jurisprudence. The student will be challenged to begin to apply this knowledge throughout health care delivery, including disaster preparedness and global health. As a future physician, the student will learn that s/he must provide outstanding technical medical practice, delivered with compassion and sensitivity. The student will appreciate that osteopathic physicians must continue to lead the health professions by combining lifelong learning with care delivery that is always patient-centered.

OM 6020 Cardiovascular System (8.5 credit hours)

Students work as teams in small groups to address a variety of clinical cases that involve valvular disease, congenital abnormalities, arrhythmias, heart failure, hypertension and ischemic heart diseases. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of embryology, histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management of cardiovascular disorders.

OM 6035 Renal System (4.5 credit hours)

Students work as teams in small groups to address a variety of clinical cases that involve fluid and electrolyte disorders, acid-base disturbances, urinary tract infections, and acute as well as chronic kidney diseases. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of embryology, histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management of renal disorders.

OM 6040 Respiratory System (8.5 credit hours)

Students work as teams in small groups to address a variety of clinical cases involving important pulmonary diseases that may be characterized by a variety of symptoms and chest radiographic patterns. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of embryology, histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management of disorders of the respiratory system. Critical care medicine concepts will be integrated with concepts already learned in the preceding endocrine, cardiovascular, and renal systems.

OM 6045 Endocrine System (5.5 credit hours)

Students work as teams in small groups to address a variety of clinical cases involving disorders of the hypothalamus and pituitary glands, the adrenal glands, diabetes, the thyroid gland, and calcium/bone metabolism. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of embryology, histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management of endocrine disorders.

OM 6080 Essentials of Clinical Medicine III (3.5 credit hours)

Prerequisite: OM 5180. This course builds upon the knowledge and skills that the student has learned in the first two courses in the series and provides advanced training in history-taking and physical examination skills, doctor-patient communication, differential diagnosis and treatment planning in preparation for clinical rotations. Issues including professionalism, medical errors and patient safety, medical informatics and evidence-based medicine are reviewed. Students will have opportunities to add to their professional portfolios.

OM 6090 Osteopathic Principles and Practice III (2.5 credit hours)

Continuation of OM 5190. Students will continue to develop the osteopathic philosophy, principles and practice with a focus on osteopathic palpatory diagnosis and osteopathic manipulative treatment methods and procedures as applied to the upper and lower extremities and patient clinical scenarios. These procedures, when performed using the distinctive osteopathic philosophy and principles, enable the student to become proficient at assessing and treating somatic dysfunction as it relates to disturbances in posture and motion, respiration, circulation, metabolic processes, neurological, and behavioral functions. The material of the course is presented through a variety of instructional methods including didactic lectures, hands-on laboratories, small group, problem-based learning, and integrative learning sessions.

The NMM/OMM Department offers the COMP² program for students who are interested in additional exposure to patient care with the use of OMM as a treatment modality. The program includes supervised shadowing of the OMM faculty and Fellows Clinic, participation in assisting in training other students, and a few other specified venues. Although no course credit is given for participation in this program, it is recognized and considered by the WesternU/COMP faculty as a recommended resource for the course.

OM 6115 Dermal System (3 credit hours)

Students work as teams in small groups to address a variety of clinical cases involving the largest organ in the body. Cases will involve either primary or secondary, as well as benign or malignant, skin lesions that may or may not be manifestations of internal disease, immunologic disease, drug reactions, or photosensitivity. Large-group interactive sessions provide guidance and expert facilitation with emphasis on distinguishing normal from abnormal findings, as well as the epidemiology and evidence-based approaches to diagnosis and management of multiple dermatologic conditions.

OM 6130 Reproductive System (6 credit hours)

This course presents the embryology, histology, pathology, biochemistry, pharmacology, and microbiology of both the female and male reproductive systems utilizing lecture, small group, and large group formats. The basic science disciplines also present principles regarding the relationship between mother and fetus during pregnancy. Throughout the course, basic science concepts are integrated into clinical sessions on obstetrics, gynecology, and women's health that are an important pre-requisite to the core clinical clinical in Obstetrics and Gynecology.

OM 6140 Gastrointestinal System and Nutrition (6.5 credit hours)

Students work as teams in small groups to address a variety of clinical cases involving important diseases of the gut, hepatobiliary, and pancreatic systems that manifest as alterations in nutrient assimilation and waste evacuation. Each case allows for integration of basic and clinical science concepts. Large-group interactive sessions provide guidance and expert facilitation regarding the clinical application of embryology, histology, physiology, pharmacology, biochemistry, microbiology, and pathology as well as epidemiology and evidence-based approaches to diagnosis and management of gastrointestinal disorders.

OM 6172 Emergency Medicine (1 credit hour)

This course serves to integrate the didactic clinical training that students received during the OMS I and II years, using case-based presentation pedagogy to foster clinical problem solving. Topics covered include chest pain, difficulty breathing, neurologic emergencies, cardiovascular complaints, infections, shock and trauma, abdominal pain, etc.

OM 6173 Geriatrics (1.5 credit hours)

This course is devoted to the special problems that can occur in the elderly. Diseases and conditions learned during the systems are now explored in light of this population. Challenges of an aging population are explored.

OM 6176 Pediatrics (2.5 credit hours)

This course is devoted to the special problems that can occur in the period between infancy to adolescence. Diseases and conditions learned during the systems are now explored in light of this population. Additionally, conditions and disorders specific to pediatrics are explored. This course is based on the medical student curriculum established by COMSEP in 2005.

OM 6180 Essentials of Clinical Medicine IV (5.5 credit hours)

Prerequisite: OM 6080. This course is a continuation of OM 6080. As part of this course, students will take the Clinical Performance Evaluation (CPE) in preparation for the Clinical Performance section of the COMLEX examination. Students are required to pass the CPE in order to be promoted to the clinical Training (Rotations) phase of the curriculum.

OM 6190 Osteopathic Principles and Practice IV (4.5 credit hours)

Continuation of OM 6090. Students will apply traditional and contemporary osteopathic manual techniques to ambulatory and hospitalized patient clinical scenarios, including those learned in previous courses, plus balanced ligamentous tension and A.T. Still techniques, as well as an intensive course segment on osteopathic approaches to diagnosis and treatment of somatic dysfunction in the head region. The material of the course is presented through a variety of instructional methods including didactic lectures, hands-on laboratories, small group, problem-based learning, and integrative learning sessions.

The NMM/OMM Department offers the COMP² program for students who are interested in additional exposure to patient care with the use of OMM as a treatment modality. The program includes supervised shadowing of the OMM faculty and Fellows Clinic, participation in assisting in training other students, and a few other specified venues. Although no course credit is given for participation in this program, it is recognized and considered by the WesternU/COMP faculty as a recommended resource for the course.

OM 7010 Family Medicine (10 credit hours)

This course provides supervised clinical education in family medicine, including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

OM 7020 Internal Medicine I (10 credit hours)

This course provides supervised clinical education in general internal medicine including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

OM 7021 Internal Medicine II (10 credit hours)

Prerequisite: OM 7020. Continuation of OM 7020.

OM 7022 Internal Medicine III (10 credit hours)

This course provides supervised clinical education in general internal medicine and/or in an internal medicine subspecialty such as gastroenterology, pulmonology, or cardiology. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management. Prerequisite: OM 7020.

OM 7030 Surgery I (General) (10 credit hours)

This course provides supervised clinical education in general surgery including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. In subsequent courses in this series, students are exposed to progressive involvement and independence in patient management.

OM 7050 Elective (10 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7051 Elective (10 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and Interprofessional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education. An additional component of this rotation is completion of on-line radiology course.

OM 7060 Osteopathic Manipulative Medicine (10 credit hours)

This course provides supervised clinical education in osteopathic manipulative medicine including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

OM 7070 Pediatrics (10 credit hours)

This course provides supervised clinical education in pediatrics including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

OM 7080 Psychiatry (10 credit hours)

This course provides supervised clinical education in psychiatry including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

OM 7090 Obstetrics/Gynecology (10 credit hours)

This course provides supervised clinical education in obstetrics/gynecology including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

OM 7515 Medicine Sub-Internship (10-15 credit hours)

This course requires students to function, under supervision, at the level of an intern. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. Minimum length: 4 weeks.

OM 7530 Surgery Sub-Internship (10-15 credit hours)

This course requires students to function, under supervision, at the level of an intern. Students may choose a sub-I experience in general surgery or one of the surgical subspecialties such as ophthalmology, orthopedics, urology, or cardiovascular/thoracic, or procedural subspecialties such as invasive radiology. Expected competencies include clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. Prerequisite: OM 7030. Minimum length: 4 weeks.

OM 7540 Emergency Medicine (10-15 credit hours)

This course provides supervised clinical education in emergency medicine including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication.

OM 7550A Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550B Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550C Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550D Elective (5-15 credit hours)

This course provides supervised Office education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550E Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550F Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 7550G Elective (5-15 credit hours)

This course provides supervised clinical education in one of the clinical disciplines including clinical management, technical and procedural skills, interpretation of diagnostic data, patient education, development of diagnostic and management plans, and inter-professional communication. The discipline and clinical training site must be approved in advance by the Office of Clinical Education.

OM 8055 Essentials of Clinical Medicine V (ECM-V) (3.5 credit hours)

The Essentials of Clinical Medicine V course is taken during the OMS III year and serves as a review of, and assessment tool for, basic clinical knowledge. This program reviews and amplifies clinical material presented during the OMS I and OMS II years. It also provides the opportunity for the student to obtain information and skills essential to rotations, residency, and medical practice. Topics include clinical, legal and ethical issues that are presented from a primary care perspective. Additionally, the course addresses special topics such as medical professionalism, cultural sensitivity, and alternative healthcare. Throughout the course, the tools essential to becoming a competent practicing physician and lifelong learner are emphasized. Guided learning is accomplished through on-campus and on-line projects that enable students to demonstrate competence in completing clinically-oriented problems and case scenarios. Participation in the on-line projects and attendance at on-campus session(s) is mandatory. ECM-V must be successfully completed in order for the student to be advanced to OMS IV status.

OM 8555 Essentials of Clinical Medicine VI (ECM-VI) (3.5 credit hours)

Essentials of Clinical Medicine-VI builds upon the essential knowledge and skills learned during the student's first three years of Osteopathic medical school, with the goal of helping the student to be able to successfully transition into his or her post-graduate training program and future medical practice. This is accomplished by enabling the student to apply general knowledge to specific clinical applications. In addition, ECM VI emphasizes medical professionalism and helps the student to sharpen skills vital to lifelong learning. Information is presented through one or more modalities including online and/or on-campus sessions.

Honors and Awards

The FamilyCare Health Plans' J. Scott Heatherington, DO, and Arthur O. Rott, DO, Scholar Awards are awarded annually to COMP-Northwest students.

The following awards are considered for presentation to both COMP and COMP-Northwest DO students annually at Honor's Day:

- Aaron Jaffe, MD/CareMore Scholarship Endowment Award
- American Association of Colleges of Osteopathic Medicine's Student Council Presidents, Student DO of the Year Award
- Audry Tillmann Scholarship
- Class of 1989 Award (COMP only)
- Clem Parsons Memorial Scholarship
- College of Osteopathic Medicine of the Pacific Dean's Award (COMP only)
- College of Osteopathic Medicine of the Pacific-Northwest Dean's Award (COMP-NW only)
- College of Osteopathic Medicine of the Pacific-Northwest Community Service Award (COMP-NW only) Community Clinic Service Award (COMP only)
- Dr. Lawrence F. Gosenfeld Scholarship (COMP only)
- Dr. Marguerite Markarian Scholarship
- Dr. Pete Frelinger Family Scholarship (COMP only)
- Dr. Robert E. Corey Memorial Scholarship
- Glen Scheresky Memorial Scholarship
- Guey C. Mark, MD, and Clara T. Mark Scholarship (COMP only)
- Linda Fox Memorial Endowment Award
- Mr. and Mrs. Albert Victor Kalt Scholarship (COMP only)
- National Dean's List Nominations
- Osteopathic Physicians and Surgeons of California Award (COMP only)
- Osteopathic Physicians and Surgeons of Oregon Award (COMP-NW only)
- Pomona Rotary Club Community Service Award (COMP only)
- President's Society Award
- Stahl Memorial Scholarship
- Student DO Researcher of the Year Award
- Who's Who Among Students in American Universities and Colleges Nominations
- William G. Stahl, DO, FACOS, Memorial Scholarship
- William G. Woodman, MD, Humanitarian Memorial Award

The following awards are considered for presentation to DO students annually at the East West Scholarship Dinner:

- Beulah Chan Wong Memorial Scholarship
- College of Osteopathic Medicine of the Pacific Alumni Scholarship
- Dr. Tai-Hing Wu Scholarship
- Dr. T.G. Wing Chow Scholarship
- East West Scholarship
- Francois T. Hoang Memorial Scholarship
- Mae Ginn Memorial Scholarship
- Wong Family Scholarship

The following awards are considered for presentation to DO students annually at the Graduate Awards Ceremony:

- American Osteopathic Foundation—Donna Jones Moritsugu Memorial Award
- American College of Osteopathic Family Physicians Award
- Alumni Memorial Award (if applicable)
- Clinical Chair Awards:
 - Alan D. Cundari, DO, Family Medicine Scholarship Fund
 - Internal Medicine
 - Obstetrics and Gynecology
 - Neuromusculoskeletal Medicine/Osteopathic Manipulative Medicine
 - Pediatrics
 - Spencer Gilbert Pathology
 - Surgery
- Bascus Family Endowed Scholarship
- College of Osteopathic Medicine of the Pacific Dean of Student Affairs Award
- College of Osteopathic Medicine of the Pacific Dean's Award
- Dr. Alex René Memorial Award
- Dr. and Mrs. Warren A. Peterson Scholarship
- East-West International Travel Scholarship
- Edward B. Parris and Jacqueline A. Parris Award
- Glasgow-Rubin Achievement Citation of the American Medical Women's Association
- Joseph G. Adatto, DO, Memorial Award
- Joseph Weiss Memorial Scholarship
- Northwest Track Award
- Pauline Weiss Pumerantz Memorial Award
- Pre-Doctoral Teaching Fellowship in Osteopathic Principles and Practice
- President's Award
- Professional Achievement Award
- Rafi Younoszai OMS IV Elective Rotation in International/Cross-Cultural Health Scholarship
- Reverend & Mrs. Al and Verna Braswell Award
- San Diego Foundation's San Miguel Association Medical Scholarship Fund
- Family Medicine
- Internal Medicine
- Pediatrics
- Sigma Sigma Phi Mu Chapter Honors
- Society of Academic Emergency Medicine Excellence in Emergency Medicine Award
- UniHealth Foundation Grant Award
- Who's Who Among Students in American Universities and Colleges

Please note that awards or scholarships may be added to the above list throughout the year, as University Advancement is constantly seeking to obtain new scholarship opportunities for students.

Academic Calendar

*Students on clinical rotations observe their preceptor's hours, which may include working on federal holidays.

Fall 2014

Monday, June 16, 2014
Fall Semester Begins (ISAC Students)

Monday, December 22 2014
Winter Recess Begins (OMS I and II)

Monday, June 23, 2014
Fall Semester Rotations Begin (OMS III and IV)

Friday, July 4, 2014
*Independence Day – No Classes**

July 28-August 1, 2014
Welcome Week, Lebanon (OMS I)

Saturday, August 2, 2014
Convocation/White Coat Ceremony, Lebanon

August 5 – August 8, 2014
Welcome Week, Pomona (OMS I)

Saturday, August 9, 2014
Convocation/White Coat Ceremony, Pomona

Monday, August 11, 2014
Fall Semester Classes Begin (OMS I and II)

Monday, September 1, 2014
*Labor Day – No Classes**

Monday, October 13, 2014
*Columbus Day – No Classes**

Wednesday, November 26, 2014
*Thanksgiving Recess Begins @ 5:00 p.m.**

Monday, December 1, 2014
Classes Resume (OMS I and II)

Friday, December 5, 2014
End of Fall Semester Rotations (OMS IV)

Friday, December 19, 2014
End of Fall Semester Classes (OMS I and II)
End of Fall Semester Rotations (OMS III)

Spring 2015

Monday, December 8, 2014

Spring Semester Rotations Begin (OMS IV)

Monday, December 22, 2014

Spring Semester Rotations Begin (OMS III)

Monday, January 5, 2015

Spring Semester Classes Begin (OMS I and II)

Monday, January 19, 2015

*Martin Luther King Day – No Classes**

Monday, February 16, 2015

*President's Day – No Classes**

Monday, March 23, 2015

Spring Break Begins (OMS I and II)

Monday, March 30, 2015

Spring Classes Resume (OMS I and II)

Friday, May 15, 2015

End of Spring Semester Classes (OMS IV)

Wednesday-Friday, May 20-22, 2015

Commencement

Monday, May 25, 2015

*Memorial Day – No Classes**

Monday, June 15, 2015

End of Spring Semester Classes (OMS I)

Friday, June 19, 2015

End of Spring Semester Classes (OMS II and III)

The Osteopathic Oath

I do hereby affirm my loyalty to the profession I am about to enter.

I will be mindful always of my great responsibility to preserve the health and life of my patients, to retain their confidence and respect both as a physician and a friend who will guard their secrets with scrupulous honor and fidelity, to perform fruitfully my professional duties, to employ only those recognized methods of treatment consistent with good judgment and with my skill and ability, keeping in mind always nature's laws and the body's inherent capacity for recovery.

I will be ever vigilant in aiding the general welfare of the community, sustaining its laws and institutions, not engaging in those practices which will in any way bring shame or discredit upon myself or my profession.

I will give no drugs for deadly purposes to any person, though it be asked of me.

I will endeavor to work in accord with my colleagues in a spirit of progressive cooperation and never by word or by act cast imputations upon them or their rightful practices.

I will look with respect and esteem upon all those who have taught me my art.

To my college I will be loyal and strive always for its best interests and for the interests of the students who will come after me.

I will be ever alert to further the application of basic biologic truths to the healing arts and to develop the principles of osteopathic medicine as taught by my profession.

In the presence of this gathering I bind myself to my oath.