



Physician Assistant Program



STUDENT HANDBOOK 2023 - 2024

PA PROGRAM STUDENT HANDBOOK

From the PA Program

We are delighted and privileged to welcome you to the Eastern Michigan University Physician Assistant Program. This is an exciting time for the Physician Assistant (PA) profession and your decision to become a PA will play a timely and vital role in the essential delivery of high-quality healthcare and disease prevention. We have worked hard to develop an extraordinary PA program. We are committed to training students in a manner that will exceed the expectations of simply learning medical knowledge and patient care. We will teach you to think critically, solve complex medical problems and employ evidence when making point-of-care decisions. You will learn to effectively communicate with other healthcare professionals and diverse patient populations. It is our intent to teach you to excel as clinicians and learn both the science and the art of medicine. We are excited to share this opportunity with you. We hope to inspire you to become respected clinicians and honorable ambassadors of the PA profession. Let the journey begin!

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PA PROGRAM STUDENT HANDBOOK

From the PA Program	1
Introduction	5
The Physician Assistant	5
Values of the PA Profession	5
Statement of Values of the PA Profession.....	5
The School of Physician Assistant Studies	6
Program Mission and Vision	7
Mission.....	7
Vision.....	7
Program Goals	7
Faculty Clinical Practice.....	7
Medical Knowledge & Application.....	7
Diversity in Clinical Practice.....	7
Healthcare Delivery in Michigan.....	8
Program Expectations of Competencies.....	8
Accreditation	9
Technical Standards	10
Observation - Students must be able to:.....	10
Communication - Students must be able to:.....	10
Sensory and Motor Coordination and Function - Students must:.....	10
Intellectual-Conceptual, Integrative and Quantitative Abilities - Students must:.....	10
Behavioral and Social Attributes - Students must be able to:.....	11
Diversity and Inclusion	11
Curriculum	12
Rules and Regulations	14
1.0 Rules, Regulations and Policies of the University and Affiliate Institutions.....	14
2.0 Definition.....	14
3.0 Student Demographics.....	15
4.0 Transportation and Housing.....	15
5.0 Student Health.....	15
6.0 Outside Employment.....	16
7.0 Program Grading.....	16

PA PROGRAM STUDENT HANDBOOK

8.0 EMU PA Program Remediation Process and Policy	17
9.0 Attendance / Participation.....	19
10.0 Weather / School Closing Policy	21
11.0 Leave of Absence	22
12.0 Withdrawal.....	22
13.0 Suspension	23
14.0 Deceleration.....	23
15.0 Dismissal	23
16.0 Summative Evaluation	24
17.0 Progression and Completion.....	24
18.0 Academic Standing.....	25
19.0 Liability Insurance	25
20.0 Identification	25
21.0 Dress Code	25
22.0 Professionalism	26
23.0 Disciplinary Procedures	27
24.0 Indebtedness.....	28
25.0 Infectious and Environmental Hazards.....	28
26.0 COVID-19 Related Requirements.....	28
27.0 Incident or Injury.....	28
28.0 Electronic/Social Media Policy	29
29.0 Faculty Advising	29
30.0 Student Role in Classroom and Clinical Site	30
31.0 FERPA	30
32.0 Student Grievances	31
33.0 Gathering Student Data	31
34.0 Other Situations	31
Student Services and Resources	32
Academic Service Learning	32
Advising and Career Development Center	32
Campus Bookstore	32
Campus Map & Directions	32
Disability Resource Center	32

PA PROGRAM STUDENT HANDBOOK

Housing & Dining Services	32
Information Technology.....	32
Library Services at EMU	33
Parking	33
Public Safety.....	33
Rec/IM.....	33
Student Affairs and Campus Life.....	33
Student Organizations	34
Student Health and Safety Services	34
Program Costs and Financial Aid	34
Tuition and Fees.....	34
Policy on Refunds.....	35
Appendix A: EMU PA Program Remediation Process and Policy	36
Appendix B: EMU PA Student Professionalism Expectations	40
Statement of Understanding	41



PA PROGRAM STUDENT HANDBOOK

Introduction

You made a great choice to become a Physician Assistant (PA). Being a PA is a very rewarding career, one where you can make a profound impact on the patients that you care for and improve the health and well-being of your community. The Eastern Michigan University (EMU) PA Program Student Handbook provides many helpful details to enable students in the program to make the most out of their experience.

The Physician Assistant

Physician Assistants are highly trained medical professionals who practice medicine on a physician-led team. The PA profession developed in the 1960's due to a shortage of primary care physicians. Over time, health care in the United States has changed and the PA profession has evolved, yet the main goal of the profession remains providing high quality primary care services. PAs practice medicine in all 50 states (and many foreign countries) as an integral part of the medical team and work in virtually all specialties of medicine. PAs are responsible for taking patient histories, performing physical examinations, ordering and interpreting special tests, diagnosing and treating illnesses, performing procedures and assisting in surgery. PAs also provide patient education and counseling, make rounds in hospitals and nursing homes, and prescribe medications. During their education, PA students are provided with a great breadth and depth of medical training, thereby providing the foundation for them to excel in all areas of medicine.

Values of the PA Profession

As healthcare practitioners, PAs have a responsibility to conduct themselves ethically in their interactions with patients, colleagues, other health professionals and society. The following "Statement of Values" was drafted and adopted by the American Academy of Physician Assistants ([AAPA](#)). These values provide a foundation upon which the PA profession's ethical guidelines rest. All students who matriculate into the Eastern Michigan University (EMU) Physician Assistant Program are expected to adopt and apply these values.

Statement of Values of the PA Profession

- Physician assistants hold as their primary responsibility the health, safety, welfare, and dignity of all human beings.
- Physician assistants uphold the tenets of patient autonomy, beneficence, nonmaleficence, and justice.
- Physician assistants recognize and promote the value of diversity.
- Physician assistants treat equally all persons who seek their care.
- Physician assistants hold in confidence the information shared in the course of practicing medicine.
- Physician assistants assess their personal capabilities and limitations, striving always to improve their medical practice.
- Physician assistants actively seek to expand their knowledge and skills, keeping abreast of advances in medicine.

PA PROGRAM STUDENT HANDBOOK

- Physician assistants work with other members of the health care team to provide patient centric care.
- Physician assistants use their knowledge and experience to contribute to an improved community.
- Physician assistants respect their professional relationship with physicians.
- Physician assistants share and expand knowledge within the profession.



The School of Physician Assistant Studies

The School of Physician Assistant Studies is one of five schools that make up the College of Health and Human Services. The EMU School of Physician Assistant Studies is a twenty-four month, full-time, graduate professional program designed to be taken over six consecutive semesters with a curriculum emphasis on basic medicine and clinical methods. The EMU PA Program focuses on higher-order learning to prepare PA students for critical thinking, ethical decision making and patient care. PA students will need to be insightful and aware of their professional roles and limitations, as well as the needs, styles and values of patients and those of other health professionals.

PA PROGRAM STUDENT HANDBOOK

Program Mission and Vision

Mission

The School of Physician Assistant Studies' mission is to identify, train and support a diverse population of graduate students to become highly respected ambassadors of the profession and extraordinary healthcare providers with a strong foundation in primary care medicine and interdisciplinary practice.

Vision

Our school is dedicated to teaching students the science and art of medicine. Our clinically focused curriculum will promote critical thinking and patient-centered problem solving. We are committed to producing graduates who will master the skills required to competently and compassionately practice preventive and diagnostic medicine, and foster the interpersonal and collaborative attributes necessary to become exemplary medical providers.

Program Goals

The EMU PA Program has set forth additional Goals that align with the Program Mission and Vision, along with those of our College and University. The Goals, and the methods used to evaluate our ability to meet them, are as follows:

Faculty Clinical Practice

Program faculty provide a wealth of relevant clinical practice experience across a variety of clinical specialty areas.

- Measured by the majority of PA faculty continuing clinical practice with multiple different specialties being represented.
- Currently, many of the program faculty practice clinically in general medicine, obstetrics/gynecology and emergency medicine.

Medical Knowledge & Application

Program graduates demonstrate high levels of medical knowledge and effectively apply that knowledge to patient care.

- Measured by first-time NCCPA PANCE pass rate and Clinical Preceptorship Student Evaluation
- Our five year first time taker PANCE pass rate is 95%.
- During the final clinical preceptorship, the majority of our students were rated by their preceptors as "excellent" in the area of medical knowledge and its application. Additionally, the majority were also rated as "excellent" in their ability to use critical thinking to solve problems

Diversity in Clinical Practice

Program graduates demonstrate diversity in practice and discipline.

- Measured by graduates practicing in many different settings and specialties
- Our graduates are currently practicing in a wide variety of fields: cardiac surgery, critical care medicine, dermatology, emergency medicine, endocrinology and infertility, family medicine,

PA PROGRAM STUDENT HANDBOOK

internal medicine, gynecologic oncology, intensive care, interventional radiology, neurosurgery, orthopedics, otolaryngology, pain management, physical medicine and rehabilitation, rheumatology, trauma surgery and urgent care.

Healthcare Delivery in Michigan

Program graduates provide healthcare to patients in Michigan.

- Measured by the majority of PA Program graduates clinically practicing in our state
- The majority of our graduates to date are practicing in the state of Michigan.

Program Expectations of Competencies

The EMU PA program aligns itself with the PAEA [Core Competencies for New Physician Assistant Graduates](#) as developed jointly by the [National Commission on Accreditation of Physician Assistants](#), the [Accreditation Review Commission for Education of the Physician Assistant](#), the [Physician Assistant Education Association](#) and the [American Academy of Physician Assistants](#).

These are the core competencies each student must achieve in order to enter clinical practice. The competencies are broken down into six domains as follows:

- Patient Centered Practice Knowledge
- Society and Population Health
- Health literacy and Communication
- Interprofessional Collaborative Practice and Leadership
- Professional and Legal Aspects of Health Care
- Health Care Finance and Systems

The EMU PA program has created a set of program defined competencies, which embrace the [Core Competencies for New Physician Assistant Graduates](#).

Mastery of the EMU PA program defined competencies is required for students to graduate from the program and be prepared for entry-level practice. They are:

1. Elicit a patient-centered and focused and comprehensive patient history while recognizing cultural issues and social determinants.
2. Perform a technically correct focused and complete physical examination recognizing normal and abnormal findings.
3. Order and interpret diagnostic labs and tests for both acute and chronic medical conditions of a patient.
4. Perform selected procedures common for a practicing PA and educate patients regarding procedure, side effects, follow-up care, and informed consent.
5. Apply critical thinking and medical decision making to all aspects of patient care.
6. Generate a comprehensive list of differential diagnoses (Including most common, most likely, most concerning disease or condition).
7. Formulate an accurate treatment plan, including pharmacologic and non-pharmacologic treatments.

PA PROGRAM STUDENT HANDBOOK

8. Practice evidence-based medicine and incorporate current clinical guidelines.
9. Foster professionalism in all aspects of clinical practice and appropriately obtain patient consent.
10. Effectively present an oral case to a supervising physician and other healthcare providers.
11. Accurately document patient encounters in a clear and concise manner.
12. Communicate effectively with patients, families and other health care providers.
13. Foster preventive care including age-appropriate screening, immunization recommendations, patient education, behavioral modifications.
14. Utilize medical knowledge of acute and chronic conditions including etiology, anatomy, pathophysiology, incidence, risk factors, clinical presentation, differential diagnosis, and treatment strategies to effectively manage a patient across the life span.
15. Possess a thorough understanding of medical ethics and the legal aspects of health care.
16. Practice interprofessional team care and embrace the value of a collaborative physician/PA relationship.
17. Perform patient education which considers cultural awareness, health literacy and other social determinants and encourages shared decision making in management.
18. Embrace the role of a physician assistant and recognize personal limitations while practicing.

Accreditation

The Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) has granted Accreditation-Continued status to the Eastern Michigan University Physician Assistant Program sponsored by Eastern Michigan University. Accreditation-Continued is an accreditation status granted when a currently accredited program is in compliance with the ARC-PA Standards.

Accreditation remains in effect until the program closes or withdraws from the accreditation process or until accreditation is withdrawn for failure to comply with the Standards. The approximate date for the next validation review of the program by the ARC-PA will be March 2028. The review date is contingent upon continued compliance with the Accreditation Standards and ARC-PA policy.

The program's accreditation history can be viewed on the ARC-PA website at [Accreditation History- Eastern Michigan U – 198 – ARC-PA](#).

The [ARC-PA](#) is the accrediting agency that protects the interests of the public and PA profession by defining the standards for PA education and evaluating PA educational programs within the territorial United States to ensure their compliance with those standards.

The ARC-PA is an independent accrediting body authorized to accredit qualified PA educational programs leading to the professional credential, Physician Assistant (PA). Accreditation is a process of quality assurance that determines whether the program meets established standards for function, structure and performance.

Only graduates of programs accredited by the ARC-PA or its predecessors are eligible to take the Physician Assistant National Certifying Examination ([PANCE](#)) offered by the National Commission on Certification of Physician Assistants ([NCCPA](#)).

PA PROGRAM STUDENT HANDBOOK

Certification is required to be eligible for licensure to practice as a Physician Assistant. For details about accreditation as it relates to the EMU PA Program, please reference the [EMU School of Physician Assistant Studies web page](#).

Technical Standards

The Eastern Michigan University Physician Assistant Program requires certain skills and professional behaviors that are essential for successful progression and completion of all aspects of the curriculum and for entry into the profession. These Technical Standards are required for admission and must be maintained throughout a student's progress through the Physician Assistant Program. In the event that, during training, a student is unable to fulfill these technical standards, with or without reasonable accommodations, then the student may be asked to leave the program.

Observation - Students must be able to:

- observe lectures, demonstrations, exercises and patients accurately and completely, both at a distance and closely. This ability requires functional vision, hearing and tactile sensation.
- note non-verbal as well as verbal signals and cues.

Communication - Students must be able to:

- speak and hear clearly.
- elicit and transmit patient information through a command of oral and written English.
- describe changes in mood, activity and posture.
- communicate effectively and sensitively.
- possess reading skills at a level sufficient to accomplish curricular requirements and provide clinical care for patients.
- complete appropriate medical records, documents and plans according to protocol in a thorough and timely manner.

Sensory and Motor Coordination and Function - Students must:

- possess motor skills sufficient to directly perform palpation, percussion, auscultation and other basic diagnostic procedures.
- be able to execute motor movements reasonably required to provide basic medical care. Such actions require coordination of gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision. This would include, but is not limited to: airway management, placement of catheters, suturing, phlebotomy, application of sufficient pressure to control bleeding, simple obstetric maneuvers, etc.
- possess physical stamina sufficient to complete the rigorous course of didactic and clinical study, which includes prolonged periods of sitting, standing and rapid ambulation.

Intellectual-Conceptual, Integrative and Quantitative Abilities - Students must:

- be able to independently access and interpret medical files.
- identify significant findings from history, physical examination and diagnostic testing.

PA PROGRAM STUDENT HANDBOOK

- show good judgment and provide a reasoned explanation for likely diagnoses and management plan.
- recall and retain information in an efficient and timely manner.

Behavioral and Social Attributes - Students must be able to:

- behave and interact appropriately under stressful and/or emergency circumstances.
- develop empathic, sensitive and effective relationships.
- adapt to changing environments and to learn in the face of uncertainties inherent in the practice of medicine.
- use supervision appropriately and act independently, when indicated.

Admission decisions are made on the assumption that each candidate can meet the Technical Standards without consideration of disability. Admission will be offered contingent on either a signed statement from the applicant that she/he/they can meet the program's Technical Standards without accommodation, or a signed statement from the applicant that she/he/they believes she/he/they can meet the Technical Standards if reasonable accommodation is provided.

If an applicant states she/he/they can meet the Technical Standards with accommodation, then the program will determine whether it agrees that the student can meet the Technical Standards with reasonable accommodation. This includes a review of whether the accommodations requested are reasonable, taking into account whether the accommodation would jeopardize patient safety, or the educational process of the student or the institution, including all coursework and supervised clinical practice experiences deemed essential to graduation.

Applicants and students are encouraged to contact the Eastern Michigan University Disability Resource Center (DRC) for more detailed information regarding the Technical Standards and accommodation practices. The DRC can be reached at:

[EMU Disability Resource Center](#)

246 Student Center

Phone: (734) 487-2470

Fax: (734) 483-6515

Email: drc@emich.edu

Diversity and Inclusion

The EMU PA Program is committed to providing a welcoming and engaging environment where all students can thrive. The faculty and staff strive to create a learning environment that supports diversity of thoughts, perspectives and experiences and honors all identities including race, gender, class, sexuality, religion, ability, etc. To help accomplish this, the program asks that:

- If you have a name and/or set of pronouns you prefer to be addressed by, you share those with your faculty and colleagues.
- Students contact the program director, faculty or staff if any student feels that their performance in the program is being impacted by experiences outside the program. All feedback can be submitted anonymously.

PA PROGRAM STUDENT HANDBOOK

- Students provide feedback (anonymously is an option) if something was said in class that made you feel uncomfortable. We are all still in the process of learning about diverse perspectives and identities and welcome the opportunity to expand our understanding.

Curriculum

The EMU PA Program consists of six continuous semesters of rigorous graduate level training that covers all areas of medicine. The first year of the program provides students with a firm background in basic medical science, stressing the importance of patient evaluation and teamwork in medicine through courses such as: clinical medicine, patient assessment/diagnostic and therapeutic procedures, pharmacotherapy, pathophysiology and introduction to clinical year. Traditional classroom lectures are supplemented with small group learning and critical thinking experiences, simulated patient interactions and mock medical procedure training and testing. The second year of the program provides students with clinical rotation educational experience. Students are matched to a practicing physician or PA, who will act as a preceptor to assist in further educating the PA student through actual patient interaction. The focus of the clinical rotations is to provide students with experiences to succeed as excellent primary care medicine providers upon graduation. Primary clinical rotation areas include: pediatrics, behavioral and mental health care, surgery, obstetrics and gynecological medicine, emergency medicine, family practice and internal medicine. Below is a sample week from one semester of the program and the curriculum schematic for the entire PA program.

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30am	PAS 640	PAS 630	PAS 640	PAS 630	PAS 640
8:30 – 8:50am	Pathophysiology I	Pharmacotherapeutics I	Pathophysiology I	Pharmacotherapeutics I	Pathophysiology I
9:00 – 9:30am					
9:30 – 9:50am					
10:00 – 10:30am	PAS 610	PAS 620	PAS 610		PAS 610
10:30 – 10:50am	Clinical Medicine I	Patient Assessment I	Clinical Medicine I		Clinical Medicine I
11:00 – 11:30am				PAS 620 Patient Assessment I	
11:30 – 11:50am					
12:00 – 12:30pm					
12:30 – 12:50pm					
1:00 – 1:30pm	PAS 650	PAS 672*	PAS 650		PAS 650
1:30 – 1:50pm	Anatomy	Intro to Clinical Year, I	Anatomy		Anatomy
2:00 – 2:30pm					
2:30 – 2:50pm		PAS 683*			
3:00 – 3:30pm		Simulation for PAs I			
3:30 – 3:50pm		*meets on alternating weeks			
4:00 – 4:30pm					
4:30 – 4:50pm					

Please note that all course offerings are subject to change pending ongoing curriculum review through the university curriculum input system. Furthermore, unforeseen schedule changes, while unlikely, remain at the discretion of the PA School Director and Faculty.

PA PROGRAM STUDENT HANDBOOK

Fall Semester 1		
PAS 610	Clinical Medicine for Physician Assistants I	6
PAS 620	Patient Assessment for Physician Assistants I	3
PAS 630	Pharmacotherapeutics for Physician Assistants I	3
PAS 640	Pathophysiology for Physician Assistants I	3
PAS 650	Advanced Human Anatomy w/Cadaver Lab for Physician Assistants	4
PAS 672	Introduction to Clinical Year I	1
PAS 683	Physician Assistant Simulation I	1
Semester Total		21
Winter Semester 1		
PAS 611	Clinical Medicine for Physician Assistants II	6
PAS 621	Patient Assessment for Physician Assistants II	3
PAS 631	Pharmacotherapeutics for Physician Assistants II	3
PAS 641	Pathophysiology for Physician Assistants II	3
PAS 670	Ethics and Research Methods for Physician Assistants	3
PAS 673	Introduction to Clinical Year II	1
PAS 684	Physician Assistant Simulation II	1
Semester Total		20
Summer Semester 1		
PAS 612	Clinical Medicine for Physician Assistants III	6
PAS 622	Physician Assistant Practicum	3
PAS 632	Pharmacotherapeutics for Physician Assistants III	3
PAS 642	Pathophysiology for Physician Assistants III	3
PAS 660	Patient Assessment for Physician Assistants III	3
PAS 674	Introduction to Clinical Year III	1
PAS 685	Physician Assistant Simulation III	1
Semester Total		20
Didactic Year Total		61
Fall Semester 2		
PAS 710a	Clinical Rotation: Pediatric Medicine	4
PAS 710b	Clinical Rotation: Psychiatric Medicine	4
PAS 710c	Clinical Rotation: Surgery	4
Semester Total		12
Winter Semester 2		
PAS 710d	Clinical Rotation: Obstetrics & Gynecological Medicine	4
PAS 710e	Clinical Rotation: Emergency Medicine	4
PAS 710f	Clinical Rotation: Family Medicine	4
PAS 710g	Clinical Rotation: Internal Medicine	4
Semester Total		16
Summer Semester 2		
PAS 710h	Clinical Rotation: Elective Rotation	4
PAS 710i	Clinical Rotation: Elective Rotation	4

PA PROGRAM STUDENT HANDBOOK

PAS 720	Clinical Preceptorship	6
	Semester Total	14
	Clinical Year Total	42
	EMU PA Program Total	103

Rules and Regulations

1.0 Rules, Regulations and Policies of the University and Affiliate Institutions

- 1.1 In addition to the rules and regulations contained within the EMU Student Handbook, students are expected to adhere to the rules and policies of [Eastern Michigan University](#), the [College of Health and Human Services](#), and also to the rules, regulations and policies of any other institution or facility where they may be assigned. Any conflicting policies should be reported to the Program Director. All information herein is subject to change with timely notification to students in writing.
- 1.2 The Eastern Michigan University Student Handbook contains information for students about available university services, university policies and procedures, and helpful information to aid in student success. [Eastern Michigan University: Student Handbook](#)
Pay close attention to the policies and procedures included in the Eastern Michigan University Student Handbook. Some titles and positions may have changed, but the policies remain and will be enforced accordingly. ([Read full advisory note.](#))
- 1.3 Details regarding EMU Academic, Non-Academic and University policies can be found at: [Eastern Michigan University: Student Handbook](#)
- 1.4 The EMU PA program strictly adheres to the university's notice of non-discrimination: [Notice of Non-Discrimination](#). Instructions for reporting a Title IX incident are found at: [Report a Title IX Incident](#). Please refer to the [SEXUAL MISCONDUCT PREVENTION & RESPONSE OFFICE](#) webpage for specific details including [General Title IX Resources and Title IX Resources for Students](#).
- 1.5 Program Rules and Regulations apply to all students, principal faculty and the Program Director (PD) regardless of location, except in circumstances where certain discrepancies may exist between program policies and those established at clinical rotation sites.

2.0 Definition

- 2.1 School Director (SD)/Program Director (PD) is responsible for managing and coordinating the PA Program for the students, faculty and staff. The Program Director will be assigned to the Program on a 12-month full time basis. At least 80% of their time must be devoted to academic and administrative responsibilities in support of the Program. The Program Director must be a PA and hold current or emeritus NCCPA certification status.
- 2.2 Principal PA faculty consists of those working at least 50% within the Physician Assistant Program.
- 2.3 Instructional Faculty are the individuals providing instruction or supervision during the didactic and/or clinical phases of the Program, regardless of length of time of instruction, faculty status or rank.

PA PROGRAM STUDENT HANDBOOK

- 2.4 A PA Program course is listed in the Program curriculum sequence and deemed integral to student preparation for the PA profession.

3.0 Student Demographics

- 3.1 Any change in a student's name, address, telephone number and emergency contact phone number(s) must be reported immediately to the Program Administrative Assistant via their EMU email account. This is in addition to reporting changes to the University through the my.emich.edu portal.
- 3.2 [Preferred Name Initiative](#) : If you are a student, you can add and edit your preferred (first) name and/or pronoun from My.Emich.

Note: If you add a preferred name and would like an updated Student ID card that reflects this change (along with your legal name, on the back of the card), there will be a fee of \$20. Student ID cards can be obtained one (1) business day after submission, from Eagle Card Services - 203 Pierce Hall.

If you would like your preferred name to be reflected in your email address, you can request an alias email address by filling out this form.

4.0 Transportation and Housing

- 4.1 During their tenure in the PA Program, each student is responsible for his or her own housing and transportation to and from all assigned program activities, including clinical rotations, regardless of their location. In addition, each student is also responsible for any expenses incurred during all program activities including food, parking and any other incidentals.

5.0 Student Health

- 5.1 Every student is required to provide evidence of good health to [Exxat](#), an online confidential data storage service, prior to matriculation in the PA Program and again prior to starting clinical rotations. The PA Program will provide the necessary forms and instructions. Each student must Meet the health requirements of each clinical site before beginning a rotation there. In most cases this includes (but is not limited to) a physical examination, up-to-date immunizations or documented immunity against tetanus, pertussis, measles, mumps, rubella, varicella, Hepatitis B and COVID-19. All students are also required to provide evidence of annual TB screening. Some clinical sites may impose additional requirements. Program instructional faculty or staff will not access or review student health records, except for immunization and TB screening results, blood and/or body fluid exposure reports, drug screening results, criminal background checks and/or any additional information as required for clinical site placement.
- 5.2 The EMU policy on immunization of PA students is based on current Centers for Disease Control (CDC) recommendations and the most up to date requirements can be found in Exxat.
- 5.3 The EMU policy on Tuberculosis (TB) screening of PA students is based on current Centers for Disease Control (CDC) recommendations and the most up to date requirements can be found in Exxat.

PA PROGRAM STUDENT HANDBOOK

- 5.4 Certain medical problems, as determined by the student's health care provider and EMU policies, may preclude a student's matriculation in the PA Program and/or placement in a clinical facility. Questions concerning this should be referred to the Program Director.
- 5.5 Medical or surgical conditions that arise while a student is enrolled in the PA Program must be reported to the Program Director and Clinical Coordinators. In no case will Program requirements preempt the directions of a student's personal health care provider.
- 5.6 Students are required to maintain comprehensive health insurance coverage and to provide evidence of such to the PA Program. The University offers a health insurance policy. Enrollment forms are available through University Health Services at: [Student Insurance - UHS](#).
- 5.7 PA Program principal faculty, Program Director and/or the Medical Director will NOT participate as health care providers for any student in the PA Program.

6.0 Outside Employment

- 6.1 Students are strongly cautioned against accepting any outside employment while enrolled in the EMU PA Program. The intensity and continuity of the Program is such that employment may detract from course responsibilities and impair academic and/or clinical performance. Each student should also realize that during the clinical year she/he/they may have requirements for evening, night, weekend or emergency duty/call, and that some rotations involve changing shifts frequently.
- 6.2 Employment responsibilities are not considered an acceptable excuse for violation of the Attendance Policy.
- 6.3 A potential conflict of interest may occur when a clinical training site is also the student's place of employment. In such cases, the student must notify the PA Program prior to beginning the clinical rotation. At the Program's discretion the student may be reassigned to an alternate clinical experience. In no cases may a student's training overlap with employment.

7.0 Program Grading

- 7.1 Letter grades in the Physician Assistant Program for the didactic and clinical year are assigned as follows:

Letter Grade	Quality (Grade) Points
A (95-100%)	4.0
A- (90-94%)	3.7
B+ (85-89%)	3.3
B (80-84%)	3.0
B- (75-79%)	2.7
C+ (70-74%)	2.3
C (65-69%)	2.0
F (\leq 65%)	0.0

This is the recommended standard for courses within the PA Program.

PA PROGRAM STUDENT HANDBOOK

Any required grading scale change in accordance with Eastern Michigan University policy during your time here at EMU will take precedence over this published scale and students will be notified accordingly.

- 7.2 During a course, if any single evaluation results in a score <80% (or the minimum passing grade for that evaluation), then the student must refer to the EMU Physician Assistant Program Remediation Process and Policy and may be required to participate in a Level 1 or Level 2 remediation. Please refer to the [Remediation Section](#) in the EMU PA Student Handbook for further details.
- 7.3 A student serving as class-elected representative to any PA Program committee must be in good Academic Standing (as defined elsewhere in the Rules and Regulations). Any student who receives a grade of less than “B” may be asked to waive the privilege of serving as a committee member for the following semester at the discretion of the PA Program Director and faculty.
- 7.4 Grading policies and evaluation (test question, etc.) challenges for Program courses will be determined by the faculty and noted on the course syllabus.
- 7.5 The PA Program follows the University Grade Grievance Policy. For more details on the University Grade Grievance Policy, refer to the EMU Student Handbook to find and download the Grade Review and Grievance Procedures writable pdf ([Academic and University Course Policies](#)).

8.0 EMU PA Program Remediation Process and Policy

- 8.1 The EMU PA Program remediation process and policy supports the program’s emphasis on competency-based education and allows the program to monitor and document the progress of each student in a manner that promptly identifies deficiencies in knowledge or skills.

Remedial competencies or areas of concern include but are not limited to medical knowledge, interpersonal and communication skills, professionalism, clinical reasoning and problem-solving skills, clinical and technical skills, time management, organization skills and personal wellbeing.

Any assessment in the EMU PA Program is eligible for remediation including didactic and clinical year exams, end of rotation assessments, written assignments to include documentation assignments, reflective papers, peer to peer feedback, and direct observation exams such as objective structured clinical exams (OSCEs), simulations and technical skills. Clinical year experience and performance as measured by End of Rotation Exams, performance on preceptor evaluations or the Summative Exam are also areas subject to remediation.

Written or verbal communication from students that occurs as part of the EMU PA Program including the didactic and clinical years are subject to remediation.

Remediation Process

The EMU PA program and faculty approach remediation as a collaborative effort between student and instructor. As part of a student’s remediation, faculty will complete a **Faculty Standardized Remediation Form** questionnaire about the student where they will identify areas of competency weakness/weaknesses, provide relevant feedback, outline required remediation activities and determine expectations for follow up.

PA PROGRAM STUDENT HANDBOOK

For their part, students are required to complete a ***Pre-Remediation Survey and Post-Remediation Survey*** and document self-reflection about study habits and plans for adjustments on future assessments. Each student can expect the following to occur as part of their remediation process:

1. **Defined Areas of Deficiency:** Areas of deficiency will be defined and documented for the student through performance evaluation forms and surveys.
2. **Remediation Plan and Strategies:** Clearly stated action plans are provided to the student to address deficiencies and include a list of specific measurable behaviors the student must perform and the defined measures of success the student must achieve. Remediation strategies that students may be asked to participate in as part of the remediation plan can include but are not limited to clinical activities, demonstration of technical skills, independent study, exam or assessment review between faculty and student, additional assignments targeted to deficient competency areas, or repeating original assessment.
3. **Remediation Evaluation:** Evaluations used to address deficiencies and measure student's behaviors may include but are not limited to direct observation evaluations, examination scores, performance evaluations from faculty, or narrative student submissions.
4. **Remediation Follow up:** Students are informed of the recommended follow up that may include:
 - a. Documentation that the student has corrected the defined deficiency with no further action required
 - b. Time frame for ongoing review and assessment of the student's competency with scheduled follow up and evaluations that include defined measures of success.
 - c. Remediation plan that requires an extension of the training program
5. **Remediation Completion:** When the student successfully achieves the competency and meets the defined measures of success, as determined by the faculty member, it will be documented in the student's remediation file located in EXXAT. Students will be notified and no further action is required.

Remediation Levels: Level 1 Remediation and Level 2 Remediation

Level 1 Remediation

Level 1 Remediations are collaborative meetings between course instructor/s or faculty advisors and student and are triggered when the student performs below the expected competency level on assessments or shows deficits in professional behaviors, as defined by the program.

Faculty can opt to schedule a Level 1 Remediation for any student who

1. Self identifies struggles and/or areas of weakness in a course (including clinical rotations) and seeks mentoring.
2. Scores in the lower 5% on assessments to include skill tests, OSCE, quiz, exam or assignment in a course or across courses.
3. Is at risk of failure to progress in the program. Examples include but are not limited to excused and/or unexcused absences, deficiencies in professionalism and/or communication.

PA PROGRAM STUDENT HANDBOOK

Level 2 Remediation:

Level 2 Remediations are collaborative meetings between course instructor/s or faculty advisors and student and indicate multiple deficits in competency areas, continued deficit in one or more competency areas or failure to achieve a minimum grade of 80% or a “pass” on all assessed components of the Summative Evaluation.

Level 2 Remediations are governed by the Student Progression and Affairs Committee (see below).

Faculty can opt to request a Level 2 Remediation with Student Progression and Affairs Committee for any reason they deem necessary.

Student Progression and Affairs Committee (SPAC) Goal:

The goal of this committee is to identify students who are having academic and/or professionalism deficiencies in order to provide timely and formal remediation. The committee is also responsible for recommending student progression through the program.

The SPAC acts as an advisory committee to students and the program, and is responsible for reviewing the professional development of all students enrolled in the program.

The SPAC will advise the Program Director and the program by reporting the progress of any and all students who require remediation.

The committee includes, at minimum, all faculty members, one of whom is a chairperson. The Program Director will be a committee member but will have no voting privileges. The Medical Director can be a member of the committee, but will have no voting privileges. The committee may also include instructional faculty, clinical coordinators, community PA’s or preceptors.

Performance Remediation Plan

The SPAC will follow a Performance Remediation Plan which is a formalized plan the committee recommends to assure that student meets the competency requirements necessary to progress to the next program level and graduate from the program. The plan is individualized to each student depending on their area of deficiency.

Failure of Remediation and Program Progression

The SPAC committee reserves the right to determine that a student has not successfully achieved remediation in any area. Failure to successfully remediate in any area is considered a failure to progress through the program and the SPAC will recommend terminating the student from the program. Students will be notified in writing of the recommendation for termination.

Please see [Appendix A](#) for additional details.

9.0 Attendance / Participation

- 9.1 The EMU Physician Assistant Program strongly believes that class attendance during synchronous in-person and online lectures is an integral part of student academic success. Attendance for synchronous lectures affords each student the opportunity to clarify lecture content, interact with faculty, guest lecturers and PA student colleagues.

The program considers class attendance and participation to be a demonstration of integrity and dependability as stated in the EMU Physician Assistant Student Professionalism

PA PROGRAM STUDENT HANDBOOK

Expectations. The EMU PA Program expects that students attend in-person learning activities held on campus or at Trinity Health Ann Arbor Hospital Simulation Center or Anatomy Lab unless precluded from doing so because of an EMU COVID-19 health screening or an excused absence. The EMU PA Program expects that students attend and participate in online synchronous classes unless they have an excused absence or are experiencing electronic device or internet connectivity issues.

In the event that a student experiences a failure with their electronic device and/or internet connectivity issues, the student should call the Program Director at 734.487.9526 or email the [EMU PA Program Email](#). If there are internet connectivity issues, students are able to call into a Zoom meeting on their cell phone. Please refer to the Canvas Calendar for specific meeting times.

Excusable absences are limited to DOCUMENTED:

- Illness
- Death or illness in immediate family
- Jury duty
- Military service
- Subpoena
- Program approved attendance at professional conferences
- Religious observances
- Participation in an officially sanctioned EMU event
- COVID-19 Illness or Quarantine

[What If I Am Sick?](#)

Students who are sick (including those who test positive for COVID-19) should (a) leave campus immediately or return to their on-campus housing residence, taking care to avoid contact with other people (or, if they are not on campus, they should stay home) and (b) notify their instructors that they are ill. Students who work on campus should also notify their on-campus supervisor that they are ill.

Students who test positive for COVID-19 are also encouraged to complete the [COVID-19 Report Form](#). Students are not required to notify anyone else about a positive test for COVID-19. Other individuals on campus are notified as appropriate pursuant to government protocols for contact tracing and notification.

Email emu_telehealth@emich.edu if you have questions.

Documentation of the above excusable absences requires a signed document from the appropriate source (e.g. medical provider, court agent, military supervisor, religious calendar, funeral program etc.) verifying the student's absence. All documentation must be submitted to the course instructor(s) upon returning to class unless otherwise approved by course instructor(s).

Extended excused absences are defined by Eastern Michigan University as: physical health issues, mental health issues, personal crises, death of family member or significant other. Students should refer to the information provided by the [Dean of Students](#) and fill out the

PA PROGRAM STUDENT HANDBOOK

appropriate [Absence Notification form](#) and [Confidentiality waiver](#). The Dean of Students office will contact the program to inform them of the absence.

An excused absence does not mean the student is excused from course material, assignments or exams. In the case of excused or unexcused absences, it is ultimately up to each professor to decide what, if any, accommodations can be provided in light of an absence. It is the student's responsibility to follow up with the faculty member to inquire about such accommodations.

- 9.2 All absences must be reported to all appropriate course instructors. It is the student's responsibility to contact the instructors via email within 24 hours of the absence. Extenuating circumstances will be at the discretion of the course instructors. Not reporting an absence will be regarded as an unexcused absence.
- 9.3 Absence from coursework or clinical assignments due to attendance at national conferences, state conferences, or other such professional meetings is at the discretion of the PA Program. Students are required to make up any and all missed work, unless otherwise specified.

10.0 Weather / School Closing Policy

10.1 For the didactic portion of the curriculum, if severe weather threatens the University, EMU's president, in consultation with the Department of Public Safety and the Physical Plant, will decide if the University will close or will remain open. Eastern Michigan is committed to fulfilling its instructional obligations, so it is EMU's intent to conduct classes as long as it can maintain reasonable conditions on campus and the roads in the immediate areas are reasonably passable. For more details, refer to the University Weather/Closure Policy: [Campus Closure Information](#).

10.2 For the didactic portion of the curriculum, if severe weather threatens the University, EMU's president, in consultation with the Department of Public Safety and the Physical Plant, will decide if the University will close or will remain open.

In order to provide sufficient time to notify the media and the University community, the University will use its best efforts to make and publicize by 6 a.m. any decision affecting the timing or occurrence of morning classes or other morning University activities (those set to begin before 12:30 p.m.). The University message will specify any alternate timing. Likewise, the University will use its best efforts to make and publicize any such decision affecting afternoon classes (those set to begin between 12:30 p.m. and 5 p.m.) before 9:30 a.m., and any decision affecting evening classes or activities (those set to begin at 5 p.m. or later) before 3 p.m.

Possible decisions affecting the timing or occurrence of University classes or activities may include, but are not limited to: delay, early closure, or full closure.

Rave emergency text alert system sends email notifications about weather alerts and campus closing.

10.3 For the clinical portion of the curriculum, if severe weather threatens the clinical rotation site, the appropriate individual(s) will decide if the clinical site will open or will remain open. If the site is closed, the student should regard this in the same manner as if the University was closed. See Clinical Manual for specifics.

PA PROGRAM STUDENT HANDBOOK

11.0 Leave of Absence

- 11.1 In the event that a matriculated student in the PA Program encounters a situation that requires a prolonged absence from the program, that student may either withdraw from the program or request a leave of absence. A request for a leave of absence must be submitted in writing to the Program Director with sufficient information to explain the situation. In no case will a student be granted more than one leave of absence as a matriculant of the program. In the event that the student is indisposed, the written requirement may be waived, or the Program Director may initiate the action independently.
- 11.2 If the request for leave seems reasonable, and if the student is in good academic standing at the time, the Program Director (in consultation with the program faculty, EMU Student Affairs, Disability Resource Center, Office of Community Wellness and Responsibility and/or other appropriate departments on campus) may grant the leave. Otherwise, the Program may, at its discretion, deny the leave, recommend that the student withdraw from the Program or recommend that the student be dismissed from the Program. Conditions will be determined individually according to the merits of each case.
- 11.3 A student who is granted a leave of absence is expected to complete all missed work upon return to the Program. This could mean that a student may have to withdraw from courses, if allowed by the Eastern Michigan University Graduate School, register, and take the courses from the beginning upon return to the Program.
- 11.4 Students will not be granted a leave of absence for a period longer than twelve (12) consecutive calendar months unless the time period of the leave is beyond the student's control and is considered acceptable by the Program (for example, being called into active military service).
- 11.5 If a leave of absence is granted for a period of time equivalent to two or more semesters, the student must notify the Program Director, in writing, of intent to return. Unless prior arrangements are made with the Program Director, this notification must be accomplished prior to the beginning of the semester preceding the return.
- 11.6 If more than one semester lapses between the start of a leave of absence and the student's re-matriculation into the PA Program, the student may be required to demonstrate competencies (e.g., didactic and or clinical skills) and/or take a proficiency exam before restarting the Program. The student must receive a grade of 80% or higher on any evaluation in order to proceed in the Program.

12.0 Withdrawal

- 12.1 A student wishing to withdraw from a course or the program must follow EMU guidelines as established in the Withdrawal section of the EMU Graduate Catalog: [Graduate School Academic Policies and Processes Updated for 2023-2024 Graduate Catalog](#)
- 12.2 As withdrawal from a PA Program course affects a student's academic progress, such actions will be reviewed by the PA Program.
- 12.3 Should a student withdraw from any PA Program course, that student will be considered as withdrawing from the PA Program, unless the student submits sufficient justification to the PA Program Director and applies for a leave of absence.

PA PROGRAM STUDENT HANDBOOK

- 12.4 A student may voluntarily withdraw from the PA Program at any time.
- 12.5 Any student who withdraws or is dismissed from the PA Program must follow the stated admissions requirements and procedures if they wish to be readmitted. Applicants for re-admission are evaluated once annually, along with new applicants.

13.0 Suspension

- 13.1 If, in the judgment of the PA Program, a situation has occurred (or there is reasonable concern that a situation is about to occur) that would jeopardize in some fashion the student, patients, other students, the PA Program or its affiliates, the PA Program may immediately suspend a student from any PA course until appropriate investigation and resolution can be reached.

14.0 Deceleration

- 14.1 If a student receives three final cumulative course grades of "B-" or less, fails to successfully remediate any course by completing all requirements set forth by the Student Progression and Affairs Committee (SPAC), receives a final cumulative course grade of "F" in any PA Program course or fails a PA Program course for any other reason during the didactic or clinical year, he, she, they will be dismissed from the Program. The EMU PA Program does not permit deceleration for academic reasons.
- 14.2 Students who take a leave of absence for exceptional life events will be required to meet with the PA Program as soon as they are able to do so to discuss their status within the Program. The decision to grant deceleration will still be made on a case-by-case basis. The restart date for that student will be determined by the Program and may require the student to repeat or audit prior courses to ensure proficiency and readiness to rejoin the cohort. At the discretion of the faculty, the student may be required to demonstrate competencies (e.g., didactic and or clinical skills) and/or take a proficiency exam before restarting the Program. The student must receive a passing grade on any evaluation of competencies in order to proceed in the Program.

15.0 Dismissal

- 15.1 The Program will dismiss a student from the Program based on any one or more of the following:
- a) a final cumulative grade of "F" in a PA Program course, or failure of a course for any other reason
 - b) a third final cumulative grade of less than "B" in any PA Program course, including clinical rotations.
 - c) a final cumulative GPA of less than 3.0 at the conclusion of the PA Program curriculum
 - d) significant unprofessional behavior at any point while matriculating through the PA Program (see Section 22)
 - e) failure to successfully complete and pass the end-of-program Summative Evaluation
- 15.2 Recommendations for dismissal from the PA Program by the Program Director will be rendered to the appropriate University official.
- 15.3 Any student who is dismissed may reapply. Applicants must follow the stated application procedures to be considered for re-admission. Applicants for re-admission are evaluated, once

PA PROGRAM STUDENT HANDBOOK

annually, along with new applicants. A readmitted student will restart the PA Program and repeat all courses from the beginning of Semester 1 of the Program.

16.0 Summative Evaluation

- 16.1 Prior to their graduation, students in the PA Program will be required to pass a Summative Evaluation to verify that each student is prepared to enter clinical practice. The Summative Exam is conducted and documented within the final four months of the program. It incorporates evaluation instruments that correlate with the didactic and clinical components of the program's curriculum and measures if the learner has the medical knowledge, interpersonal, clinical and technical skills, professional behaviors, and clinical reasoning and problem-solving abilities required for entry into the profession. (See EMU Clinical Manual for details).
- 16.2 The Summative Evaluation will occur within the final four months of the clinical year, prior to graduation, and will be administered over a number of days. In order to successfully complete this evaluation, students are required to achieve a minimum grade of 80% or "pass" on all assessed components of the Summative Evaluation. If a student does not receive a passing grade of 80% or higher, or does not "pass", the student must participate in a Level 2 Remediation conducted by the Student Progression and Affairs Committee.
- 16.3 The Summative Evaluation Assessments are not factored into a clinical course grade. Successful completion of each portion of the Summative Evaluation is required to graduate from the program. Please see the Summative Evaluation section in the Clinical Manual for specific details.

17.0 Progression and Completion

- 17.1 Each course within a given semester must be successfully completed (or successfully remediated, have approval from SPAC or an approved leave of absence) prior to progression to the next semester. Each PA Program course syllabus details what constitutes satisfactory completion.
- 17.2 Since graduates are expected to enter a professional life involving significant responsibilities to other people, maintenance of a sound academic transcript is not sufficient, per se, to remain in good standing in the PA Program. Throughout the PA Program, the Program faculty and staff will review the performance record of each student. Not only are didactic grades and other academic work evaluated, but also a student's clinical performance, patient interactions, professionalism and demeanor will be taken into consideration as detailed within course syllabi.
- 17.3 In order to complete the PA Program, a student must satisfactorily complete each course set forth in the Program's curriculum outline, successfully complete all supervised clinical practice experiences, fulfill all rotation learning outcomes, and successfully complete the Program Summative Evaluation with a passing grade. In addition, a student must be in good academic standing after completing the required curriculum and meet University guidelines.
- 17.4 All curricular components and other PA Program completion requirements must be completed within a four-year timeframe from the date of matriculation into the program. Exceptions may be made at the discretion of the Program.

PA PROGRAM STUDENT HANDBOOK

18.0 Academic Standing

- 18.1 To remain in good academic standing in the PA Program, a student must be able to demonstrate the possession of all of the following:
- a) a current cumulative grade point index of at least 3.0
 - b) a minimum of "B" grade in all PA Program courses or successful course component remediation as determined by the faculty or SPAC.
 - c) satisfactory completion of PA Program administrative requirements
 - d) satisfactory evidence of acceptable professional conduct
- 18.2 Failure to achieve each criterion listed above shall be adequate grounds for the PA Program to recommend sanctions or dismissal from the PA Program in accordance with the [EMU Code of Community Responsibility](#).

19.0 Liability Insurance

- 19.1 The University provides liability insurance coverage for claims made against students during their supervised clinical practice experiences. This policy does not cover a student for clinical or other activities which are not directly associated with the PA Program or assigned supervised clinical practice experiences. The student should request further information from [University Legal Affairs](#) if they have any questions related to liability insurance.

20.0 Identification

- 20.1 Each PA student must be clearly identified in the clinical setting to distinguish them from other health profession students and practitioners.
- a) A Program-approved nametag, identifying the wearer as an EMU Physician Assistant Student, must be properly worn (full face and name visible).
 - b) When meeting another health professional or a patient, a PA student must introduce themselves as a "Physician Assistant Student" and do so with sufficient clarity to ensure that the other person understands.
 - c) Some clinical sites may require additional identification to be worn in addition to the Program-approved nametag.
- 20.2 A student employed in any health care field or any other related setting is not permitted to act or promote themselves as a Physician Assistant Student outside of Program activities.
- 20.3 At no time may a PA Student, while acting as a student of the PA Program, identify themselves by any other title or profession or practice under any other professional license.

21.0 Dress Code

- 21.1 Students are expected to be well groomed and appropriately dressed in a manner consistent with the responsibilities of ambassadorship and professionalism necessary to represent the EMU PA Program with integrity (see Appendix B EMU PA Student Professionalism Expectations). The following dress code applies to all PA Program activities in the didactic and clinical phases of the Program.
- 21.2 Classroom Dress: Students should exercise reasonable discretion in choosing appropriate dress for classroom lectures, small group and like sessions. Clothing may be casual and comfortable

PA PROGRAM STUDENT HANDBOOK

but should **not** include the following (unless required in program-related activities): plunging necklines, midriff exposure, short shorts or mini-skirts, prominent slogans or images on attire that may be offensive, or clothing with excessive tears, holes or rips. Certain other attire may be required or recommended in certain components of classes, and will be clearly communicated by the course instructor(s). Please note that exceptions to these rules are listed in section 29.2.

- 21.3 Professional Dress: Professional attire is mandatory for students when participating in all circumstances in which a student will have contact with patients (simulated, standardized and those encountered during clinical rotations), or any other specified Program activity. Professional dress includes: conservative fashion, clean and pressed short white lab coat, and name tag as noted in the “Identification” policy above. Males are to wear dress socks and dress shoes, dress slacks, and a long-sleeve, pressed dress shirt with tie. Females are to wear dress socks/hose and dress shoes (no high-heels or open-toe), dress slacks/skirt and blouse or a dress. On clinical rotations other attire may be required or recommended, and will be clearly communicated by the instructor(s).
- 21.4 All students must be fragrance-free (includes abstaining from wearing cologne/perfume), conceal any visible tattoos, wear minimal jewelry (limit of 2 earrings per ear, no facial or visible body jewelry), have short nails (no artificial nails of any kind) and have clean and neat hair, including facial hair.

22.0 Professionalism

- 22.1 Each student must conduct themselves in a professional manner at all times and be constantly vigilant of the need to inspire confidence on the part of peers, faculty, patients and the staff observing their performance.
- 22.2 Each student is expected to be dedicated to the learning of medical ethics, privacy, patient rights and legal definitions of medical practice. Please refer to [Appendix B](#) for EMU PA Student Professionalism Expectations.
- 22.3 The PA Program reserves the right to evaluate each student’s professionalism. Lack of professionalism will be subject to remediation to include evaluation by the Student Progression and Affairs Committee and possible dismissal from the EMU PA Program. Please refer to Appendix A of the Student Handbook for complete details of the remediation process and terms of dismissal from the program.
- 22.4 Behavior considered unprofessional includes, but is not limited to, the following:
- any form of dishonesty – examples include: plagiarism, cheating on assignments or examinations, lying, submitting false attendance reports or falsifying medical records
 - chronic absenteeism or tardiness
 - use of profane, vulgar, abusive, obscene or threatening language of any sort while participating in PA Program activities
 - using or being under the influence of drugs or alcohol while participating in any PA Program activity or while present in any facility where PA Program activities occur. Refer to the Alcohol and Other Drug Policy: [ALCOHOL AND OTHER DRUG ABUSE PREVENTION PROGRAM AND POLICY](#)

PA PROGRAM STUDENT HANDBOOK

- e) failure to maintain strict confidentiality of patient records or patient encounters (including but not limited to all HIPAA rules and guidelines)
 - f) uncooperative, hostile, or disrespectful attitudes manifested towards patients and their acquaintances, instructional faculty, University or medical staff, visitors or fellow students
 - g) lack of respect for the privacy or property of others
 - h) conviction of a felony or offense involving moral turpitude while a PA student
 - i) failure to adhere to these rules or to relevant policies of the EMU Graduate School, College of Health and Human Services, or other EMU policies
- 22.5 If students identify a connection to EMU, they must identify themselves, their role in the PA Program and use a disclaimer stating that their views are their own and do not necessarily reflect the views of the PA Program.
- 22.6 The integrity of the PA Program curriculum and student privacy must be protected. Students must not share questions or answers to assignments, exams or other PA Program materials, within or outside the PA Program via any means, without expressed permission from the PA Program. Doing otherwise will be considered academic dishonesty and will be subject to faculty review and possible dismissal from the Program.
- 22.7 Each student must report to either the Program Director or the Clinical Coordinators any incident of which she/he/they is cognizant and which appears to be unethical or of questionable nature, or in violation of the PA Program Rules and Regulations. Each student must inform the appropriate responsible person(s) and seek guidance if any such incident occurs.
- 22.8 Students should conduct themselves with professional decorum and properly represent themselves, their supervisors, their instructors, their peers, their clinical sites, as well as the PA Program and Eastern Michigan University at all times. Furthermore, students are always expected to adhere to the [EMU Code of Community Responsibility](#).

Please refer to [Appendix B](#) for the EMU PA Student Professionalism Expectations.

23.0 Disciplinary Procedures

- 23.1 Matters of disciplinary nature will initially be discussed between the appropriate member(s) of the PA Program, the student in question and other individuals that the PA Program deems necessary to include.
- 23.2 The PA Program will render a decision regarding the disciplinary action/s and present the decision in writing to the student. Disciplinary procedures/sanctions may include (but are not limited to) the following:
1. Verbal Warning
 2. Formal Reprimand
 3. Disciplinary Probation
 4. Suspension
 5. Deferred Suspension
 6. Permanent Dismissal
 7. Delay and/or Denial of Degree Award
 8. Revocation of Degree
 9. Other secondary sanctions

PA PROGRAM STUDENT HANDBOOK

For more details on these disciplinary procedures/sanctions, refer to the [EMU Code of Community Responsibility](#).

24.0 Indebtedness

- 24.1 All financial indebtedness incurred at EMU must be paid in full before the Master of Science in Physician Assistant Studies Degree is awarded by the University. Students with outstanding debts to EMU may be prevented from registration in subsequent semesters. This does not include student educational loans secured through the Financial Aid Office.

25.0 Infectious and Environmental Hazards

- 25.1 The PA Program will address Universal Precautions and other methods of prevention as well as student exposure to infectious and environmental hazards before students undertake any educational activities that would place them at risk.
- 25.2 In the event the student has an exposure to infectious or environmental hazards:
- flush the area thoroughly; wash with soap as appropriate
 - seek other appropriate medical care (within 2 hours) including a Risk Exposure Evaluation at the site where the exposure occurred. The office to contact will vary by site, but is usually Infection Control, Employee/Occupational Health or the Emergency Department
 - contact [IHA Urgent Care @EMU](#) at 734.896.4112 for immediate care or 911 for emergent care.
 - complete (in detail) an Incident Report at the site where the exposure occurred
 - notify appropriate instructional faculty member
 - be aware that financial costs incurred in the case of an infectious or environmental hazard injury or exposure may fall entirely on the student. Depending on the location and nature of the incident, the costs may be incurred by the student, University or the facility where the incident took place
 - understand that the effects of infectious or environmental hazard injury or exposure may significantly affect student learning activities. This may include, but is not limited to, taking a leave of absence or withdrawing from the PA Program

26.0 COVID-19 Related Requirements

- 26.1 As always, these policies are subject to change based on guidance and/or regulations from local, state, or federal health agencies. For the most up to date University policy on COVID-19 related issues, visit [Staying Healthy](#).
- 26.2 [Current Face Mask Policy](#)
- 26.3 If you are an EMU student with an internship or other placement at an outside organization, and you are required by that external organization to be vaccinated against COVID-19 but you wish to request a religious or medical accommodation from vaccination, you may do so [here](#). You should expect to wait at least ten (10) business days to receive a response.

27.0 Incident or Injury

- 27.1 In the event of an incident that may place a PA Student in harm's way, but no injury has occurred, the PA student must notify the Program as soon as possible.

PA PROGRAM STUDENT HANDBOOK

Contacting the PA Program can be accomplished by:

- a) calling the PA Program during office hours (734.487.2843)
- b) calling the Program Director (734.487.9526)

In case of an emergency on campus, call the EMU Police. They can be reached directly by calling 734.487.1222 or 911.

- 27.2 In the event of an incident resulting in an injury to a PA Student occurring during a PA Program activity, the appropriate PA Faculty member must fill out the “Department Incident Report Form” and submit it to the School Director immediately.
- 27.3 In the event a student is injured, the student should be treated according to current standard medical practice. This treatment may be at the site, the emergency department, or the provider of the student's choice depending on the severity of injury. Once the student is cared for, the PA Program is to be notified within 24 hours.

28.0 Electronic/Social Media Policy

- 28.1 Electronic and social media includes any and all electronic-based technologies that are used as a means of communication and interaction among its users. Examples include, but are not limited to: texting, email and social networking. Students must maintain appropriate standards of conduct as it relates to the PA Program and professionalism as a physician assistant student.
- 28.2 Each student must take responsibility and use good judgment related to all forms of social media. Inappropriate, threatening, anonymous, or harassing communication is strictly prohibited and will be considered a violation of professionalism.
- 28.3 Each student must not share any identifiable information about patients, other EMU students, faculty, employees, preceptors or clinical affiliates via electronic means without expressed permission from the source to be identified.
- 28.4 Each student is expected to know how to protect his or her own privacy and limit how, when, where and with whom information is shared.
- 28.5 All electronic communication with the EMU PA Program must be conducted via the free, University-supplied email account.
- 28.6 Please refer to the [Division of Communications](#) instructions on how to report suspicious or threatening content.

29.0 Faculty Advising

- 29.1 Each PA student will be assigned a principal faculty member (or Program Director) to serve as an advisor. Students are encouraged to meet regularly with their advisors, and advisors may request additional meetings with students as they deem necessary. Advising sessions will be documented and will include academic counseling of students, as well as general discussions related to student well-being, guidance and attainment of professional behaviors.
- 29.2 Each advisor or instructor who interacts with the students must provide timely access or referral of students to services addressing health and wellbeing issues which may impact their progress in the PA Program. [IHA Urgent Care @EMU](#) and [Counseling and Psychological Services \(CAPS\)](#) on the EMU campus can provide many resources for students to access these services.

PA PROGRAM STUDENT HANDBOOK

30.0 Student Role in Classroom and Clinical Site

- 30.1 The role of the physician assistant student during the course of their studies is that of a learner. Therefore, students are not permitted to assume functions that should be fulfilled by organizational employees. The PA Program:
1. Does not allow students to substitute for or function as instructional faculty (didactic or clinical). However, students will be encouraged to share their prior knowledge, experiences and skills to assist the learning of other students. This is clearly stated in the materials provided to clinical preceptors regarding the clinical rotations (Preceptor Manual). No student may be a course instructor of record for any component of the curriculum.
 2. Does not permit students to substitute for clinical or administrative staff during supervised clinical practice experiences (SCPEs). This is outlined in the PA Program Preceptor Manual that is provided to clinical preceptors.
- 30.2 There are multiple physical examinations and skill activities that occur throughout the program. In addition to training students in the role of practitioner, having students fill the role of patients during these activities helps them to become sensitive to the patient perspective. Additionally, active participation and repetition reinforce learning. Therefore, the PA Program:
1. Requires the participation of students as human subjects during selected courses. It is the expectation of the Program that each student willingly participates in all aspects of the physical exam and technical skills training in a professional and cooperative manner. At various times, students will be asked to wear clothing that will easily allow physical examination by another student.
 2. When appropriate, a female student may be asked to wear a modestly appropriate sports bra and shorts, and males will be asked to wear shorts without a shirt.
- 30.3 The PA Program does not require students to provide or solicit clinical sites or preceptors and does not require students to coordinate clinical sites and preceptors for program-required rotations. Students may provide suggestions and contact information for potential clinical rotations, but will not be required to do so. All supervised clinical practice experiences will go through the same clinical site and preceptor evaluation procedures prior to sending a student to that site.
- 30.4 The PA Program occasionally videotapes student encounters with each other and/or standardized patients for the purposes of learning. Students are expected to participate in videotaped encounters and also agree that such are for use of the PA Program's educational efforts solely and will not be utilized outside of class for any reason.

31.0 FERPA

- 31.1 The Family Educational Rights and Privacy Act (FERPA) of 1974 is a federal law designed to protect the privacy of current and former student's educational records, and afford students certain rights with respect to their education records. The PA Program follows the University policy related to FERPA, which can be reviewed in detail here:

[FERPA - Office of the Registrar](#)

PA PROGRAM STUDENT HANDBOOK

Students will be required to sign consent releasing necessary health information as required by clinical sites to facilitate clinical placement.

32.0 Student Grievances

- 32.1 If any student issue not addressed elsewhere in the Rules and Regulations cannot be satisfactorily resolved under the student's own power, the grievance should be addressed with the [Office of the Ombuds](#).

33.0 Gathering Student Data

- 33.1 The EMU PA Program is committed to developing and maintaining an excellent learning experience. Student input is valued by the PA Program and we feel it is crucial for our continued improvement. At various points in your time in the program, you will be asked to complete surveys on curriculum, program policies and other issues. Participating in these surveys is expected and is an important part of your participation in the EMU PA Program and your evolving professionalism

Therefore, the program will collect and analyze data for continuous self-assessment. This may include (but is not limited to):

1. Graduate surveys
2. Program evaluations
3. Employer surveys

34.0 Other Situations

- 34.1 Any other situation or condition not spoken to in these Rules and Regulations should be brought to the attention of the Program. Each will be considered independently according to the merits of the case. As far as possible, each will be dealt with in a manner comparable to similar conditions described in this document.
- 34.2 If any of the PA Program Rules and Regulations come into conflict with the student's religious or other beliefs, it is the responsibility of the student to communicate their concern with the appropriate Program faculty or Program Director immediately. The Program will determine if appropriate accommodations are feasible.
- 34.3 These Rules and Regulations may be amended from time to time by the Program.



PA PROGRAM STUDENT HANDBOOK

Student Services and Resources

There are numerous services and resources available for PA students at Eastern Michigan University. These are designed to support the educational process and fulfill campus life needs. Several of these services and resources are listed below.

Academic Service Learning

Service and community involvement are a part of the EMU PA Program experience. The Center for Service Learning and Community Engagement works to partner faculty, students and staff in efforts benefiting the University and its surrounding community. For more information, go directly to:

[Academic Service Learning - Engage @ EMU](#)

Advising and Career Development Center

The University Advising and Career Development Center offers many services to help students choose a major or career, manage classes, find a job, take placement testing and calculate tuition and fees. For more information, go directly to:

[Student Employment](#)

Campus Bookstore

Find required textbooks, course materials, digital textbooks, EMU apparel, accessories, software titles, peripherals and supplies. For more information, call 734.483.2850 or go directly to: [EMU Bookstore Apparel, Merchandise, & Gifts](#)

Campus Map & Directions

For an interactive map of the EMU Main Campus and to get directions, please visit: [Campus Map & Directions - Eastern Michigan University](#)

Disability Resource Center

The Disability Resource Center (DRC) views disabilities as an integral part of the rich diversity at Eastern Michigan University. To that end, they work collaboratively with students, faculty, and staff to create an inclusive educational environment for students. For a complete list of resources available, please visit: [Disability Resource Center](#)

Housing & Dining Services

EMU offers and coordinates numerous housing options to students. For information about on- and off-campus housing, go directly to: [Housing & Residence Life](#). There are many different dining options at EMU as well. For more information, go directly to: <http://www.emich.edu/dining>.

Information Technology

The Division of Information Technology (IT) supports students, faculty, and staff by providing information technologies that align teaching, learning, scholarly/creative activities, and administrative services with the University's mission. IT supports University computer labs, a Help Desk and training to use IT systems on campus. For more information on IT, call 734.487.3141 or go directly to: [Division of Information Technology](#)

PA PROGRAM STUDENT HANDBOOK

Library Services at EMU

Multiple services are available via the on-campus library ([Halle Library | Eastern Michigan University](#)):

- Halle Library Building
- Policies ([Policies - Halle Library | Eastern Michigan University](#)) - privacy, quiet areas, textbooks and more
- Library Building Services ([Services - Halle Library | Eastern Michigan University](#))- including:
 - Fax ([Fax Machines - Halle Library | Eastern Michigan University](#))
 - Printing ([Printing - Halle Library | Eastern Michigan University](#))

Parking

ParkEMU provides adequate parking and transportation services for faculty, staff, students and visitors while on Eastern Michigan University's Main Campus. ParkEMU oversees enforcement of parking regulations and traffic control, while managing parking hang tags sales, fines, gate receipts and meters. For more information on parking call 734.217.4892 or go directly to: [Parking - Park EMU](#)

Public Safety

The Department of Public Safety includes: Police, Environmental Health and Safety and Emergency Management. For more information on Public Safety please call 734.487.1222 or go directly to: [Eastern Michigan University: Department of Public Safety](#).

[SEEUS](#)

734.487.3387 (734.48.SEEUS)

SEEUS (Student Eyes and Ears for University Safety) is designed to enhance your safety and peace of mind while you walk on campus after dark. SEEUS provides escorts to persons walking alone to on-campus destinations such as classrooms, buildings, residence halls and parked cars. SEEUS also provides additional eyes and ears for the EMU Police Department by observing the campus environment.

Escorts will be provided for on-campus origins and destinations only.

Rec/IM

The Recreation and Intramural Sports (Rec/IM) is housed in the 188,000 square foot Olds/Robb Student Recreation/Intramural Complex. The complex is connected to the Warner Building and is the single largest facility in Michigan. Visit Rec/IM to learn more about getting involved and about other ways to stay fit on campus. For more information on the services and programs offered through Rec/IM, call 734.487.1338 or go directly to: [Recreational Center and Intramural Sports - REC/IM](#)

Student Affairs and Campus Life

The Department of Campus Life offers many rich opportunities for students, faculty and staff to engage in the life of the campus, to connect in communities with people who share similar interests or goals and to establish and nurture a sense of belonging at EMU. The department provides a diverse array of co-curricular programs and services, where students learn about themselves and others, develop skills and foster lifelong friendships. For more information on the services and programs offered through Campus Life, call 734.487.3045 or go directly to: [Campus Life](#)

PA PROGRAM STUDENT HANDBOOK

Student Organizations

EMU is home to hundreds of student organizations. Graduate students play an active part in campus life. To learn more about student organizations, please visit the [Campus Life website](#).

Student Health and Safety Services

EMU offers students a number of Health and Safety services that can be easily accessed through the following links:

- Staying Healthy (for the most up to date University policy on COVID-19 related issues): [Staying Healthy](#)
- Counseling and Psychological Services ([Counseling and Psychological Services \(CAPS\)](#))
- Counseling Clinics ([Counseling Clinics - College of Education](#))
- Office of the Ombuds (helps resolve student issues) ([Office of the Ombuds](#))
- Public Safety ([Eastern Michigan University: Department of Public Safety](#))
- Student Intervention Team ([Student Intervention Team](#))
- Emergency Alerts ([Emergency Alert Messaging](#))
- [SEEUS](#)
- [IHA Urgent Care @EMU](#)
- [Active Shooter Response Training](#)

Program Costs and Financial Aid

Tuition and Fees

Tuition & Fees - Breakdown by Semester*			
Semester	Credit Hours	In-State	Out-of-State
Fall 2023	21	\$21,667	\$36,403
Winter 2024	20	\$20,570	\$34,605
Summer 2024	20	\$20,615	\$34,650
Fall 2024	12	\$13,472	\$22,774
Winter 2025	16	\$17,926	\$30,329
Summer 2025	14	\$15,699	\$26,552
Total	103	\$109,949	\$185,314

PA PROGRAM STUDENT HANDBOOK

Incidental Costs - Total Program*	
	Estimated Cost
Textbooks	\$1,500
Medical Equipment & Supplies	\$1,000
EMU Parking (\$206/semester)	\$618
Total	\$3,118

Total Cost of Attendance*		
	In-State	Out-of-State
Total Tuition & Fees	\$109,949	\$185,314
Incidental Costs	\$3,118	\$3,118
Total Cost of Attendance	\$113,067	\$188,432

*This is an estimated cost of tuition based on the approval of the EMU Board of Regents for the 2023-2024 academic school year (Fall 2023, Winter 2024 and Summer 2024). All tuition and fees are subject to change by action of the EMU Board of Regents.

Policy on Refunds

The PA Program follows the general EMU policies and procedures for refunds of tuition and fees. Please visit the [EMU Student Business Services](#) website for details.

Appendix A: EMU PA Program Remediation Process and Policy

Remediation

Remediation is a process of remedying something that is undesirable or deficient for the PA student. The EMU PA Program remediation policy and process supports the program's emphasis on competency-based education and allows the program to monitor and document the progress of each student in a manner that promptly identifies deficiencies in knowledge or skills.

Remedial competencies or areas of concern are defined as medical knowledge, interpersonal and communication skills, professionalism, clinical reasoning and problem-solving skills, clinical and technical skills, time management and organization skills and personal wellbeing.

Any assessment in the EMU PA Program is eligible for remediation including didactic and clinical year exams, end of rotation assessments, written assignments to include documentation assignments, reflective papers, peer to peer feedback, and direct observation exams such as objective structured clinical exams (OSCEs), simulations and technical skills. Clinical year experience and performance as measured by End of Rotation Exams, performance on preceptor evaluations or the Summative Exam are also areas subject to remediation.

Written or verbal communication from students that occurs as part of the EMU PA Program including the didactic and clinical years are subject to remediation.

Remediation Process

The EMU PA program and faculty approach remediation as a collaborative effort between student and instructor. As part of a student's remediation, faculty will complete a **Faculty Standardized Remediation Form** questionnaire about the student where they will identify areas of competency weakness, provide relevant feedback and state required activities and follow up. For their part, students are required to complete a **Pre-Remediation Survey and Post-Remediation Survey** and document self-reflection about study habits and plans for adjustments on future assessments. Each student can expect the following to occur as part of their remediation process:

1. **Defined Areas of Deficiency:** Areas of deficiency will be defined and documented through the performance evaluation procedures that include:
 - a. Faculty Standardized Intervention Form documented in EXXAT
 - b. Pre and Post Remediation Survey completed by student and documented in EXXAT.
2. **Remediation Plan and Strategies:** Clearly stated action plans are provided to the student to address deficiencies and include a list of specific measurable behaviors the student must perform and the defined measures of success the student must achieve. Remediation strategies that students may be asked to participate in as part of the remediation plan can include but are not limited to clinical activities, demonstration of technical skills, independent study, exam or assessment review between faculty and student, additional assignments targeted to deficient competency area, or repeating original assessment.
3. **Remediation Evaluation:** Evaluations used to address deficiencies and measure student's behaviors may include but are not limited to direct observation evaluations, examination scores, performance evaluations from faculty, or narrative student submissions.
4. **Remediation Follow up:** Students are informed of the recommended follow up that may include:

PA PROGRAM STUDENT HANDBOOK

- a. Documentation that the student has corrected the defined deficiency with no further action required
 - b. Time frame for ongoing review and assessment of the student's competency with scheduled follow up and evaluations that include defined measures of success.
 - c. Remediation plan that requires an extension of the training program
5. Remediation Completion: When the student successfully achieves competency and meets the defined measures of success, as determined by the faculty member, it will be documented in the student's remediation file located in EXXAT. Students will be notified and no further action is required. (See the section on **Remediation Documentation** below).

Remediation Levels: Level 1 Remediation and Level 2 Remediation.

Level 1 Remediation

Level 1 Remediations are collaborative meetings between course instructor/s or faculty advisors and student and are triggered when the student performs below the expected competency level on assessments or shows deficits in professional behaviors, as defined by the program.

Students will be required to schedule a Level 1 Remediation for any of the following reasons:

1. Scored below an 80% on any assessment including skill tests, OSCE, quiz, exam or assignment in the program.
2. Submitted late assignments more than once in any course per semester.
3. Any student showing deficiency in professionalism in any one of the following domains: (see [Appendix B](#) for details).
 - a. Integrity
 - b. Respect
 - c. Behavior
 - d. Excellence

Faculty can opt to schedule a Level 1 Remediation for any student who

1. Self identifies struggles and/or areas of weakness in a course (including clinical rotations) and seeks mentoring
2. Scores in the lower 5% on assessments to include skill tests, OSCE, quiz, exam or assignment in a course or across courses.
3. Is at risk of failure to progress in the program. Examples include excused and/or unexcused absences.

Student failure to initiate a Level 1 remediation is considered a professionalism violation (see [Appendix B](#)). This will result in a Level 1 or Level 2 remediation as determined by and at the discretion of the faculty member/s.

Level 2 Remediation:

Level 2 Remediations are collaborative meetings between course instructor/s or faculty advisors and student and indicate multiple deficits in competency areas, continued deficit in one or more competency areas on the program Summative Exam.

Students will be required to schedule a Level 2 Remediation for any of the following reasons:

PA PROGRAM STUDENT HANDBOOK

1. Any student who accumulates more than three Level I Remediations in one course or in one semester for any competency area.
2. Any student who fails to successfully achieve the defined measure of success in any Level I Remediation plan.
3. Any student who fails to “meet” or “exceed” program expectations on any portion of the Summative Examination

Level 2 Remediations are governed by the Student Progression and Affairs Committee (see below). Faculty can opt to request a Level 2 Remediation with Student Progression and Affairs Committee input for any reason they deem necessary.

Remediation Documentation

Level 1 and Level 2 Remediation will be recorded in EXXAT in a Faculty Standardized Intervention Form and will include the faculty feedback. Student pre and post remediation surveys can be uploaded into the student account in EXXAT as part of the remediation process. Students have access to all faculty feedback and their input about all their learning interventions throughout the time they are enrolled in the program.

Policies, conditions and processes to implement remediation are posted in the EMU PA Program Student Handbook, the EMU PA Program Clinical Manual and individual course syllabi for all didactic year courses and all clinical year rotation syllabi. Remediation is available to all students in the EMU PA Program and ADA accommodations do not substitute for student remediation.

Student Progression and Affairs Committee (SPAC) Goal:

The goal of this committee is to identify students who are having academic and/or professionalism deficiencies in order to provide timely and formal remediation. The committee is also responsible for recommending student progression through the program.

The SPAC acts as an advisory committee to students and the program, and is responsible for reviewing the professional development of all students enrolled in the program.

The SPAC will advise the Program Director and the program by reporting the progress of any and all students who require remediation.

The committee includes, at minimum, all faculty members, one of whom should be a chairperson. The Program Director will be a committee member but will have no voting privileges. The Medical Director can be a member of the committee, but will have no voting privileges. The committee may also include instructional faculty, Clinical coordinators, community PA's or preceptors.

Performance Remediation Plan

The SPAC will follow a Performance Remediation Plan which is a formalized plan the committee recommends to assure that students meet the competency requirements necessary to progress to the next program level and graduate from the program. The plan is individualized to each student depending on their deficiency and is comprised of the following:

1. Define Areas of Deficiency: Areas of deficiency will be defined and documented through the performance evaluation procedures that include
 - a. Faculty Standardized Intervention Form documented in EXXAT
 - b. Pre and Post remediation surveys completed by student and documented in EXXAT.

PA PROGRAM STUDENT HANDBOOK

2. Provide Remediation Plan: Clearly stated action plans are provided to the student to address deficiencies and include a list of specific measurable behaviors the student must perform and the defined measures of success the student must achieve.
3. Perform Evaluation: Evaluations designed to measure the student's behaviors may include direct observation evaluations, examination scores, performance evaluations from faculty, or narrative student submissions. Minimum benchmarks for evaluations will be determined by the SPAC.
4. Recommend Follow up: Inform student of the recommended follow up that may include
 - a. Documentation that the student has corrected the defined deficiency with no further action required
 - b. Timeframe for ongoing review and assessment of the student's competency with scheduled follow up and evaluations that include defined measures of success.
 - c. Remediation plan that requires an extension of the training program
5. Remediation Completion: When the student successfully achieves the competency and meets the defined measures of success, as determined by the faculty member, it will be documented in the student's remediation file located in EXXAT. Students will be notified and no further action is required. (See the section on **Remediation Documentation** above).

Failure of Remediation and Program Progression

The SPAC committee reserves the right to determine that a student has not successfully achieved remediation in an area. Failure to successfully remediate in any area is considered a failure to progress through the program and the SPAC will recommend terminating the student from the program. Students will be notified in writing of the recommendation for termination.

The program has defined its expectation for continued remediation as follows:

1. The student must demonstrate sustained improvement over time such that achieving competency and a successful remediation is attainable. Inability to demonstrate progress within a reasonable amount of time, as defined by the SPAC in the Performance Remediation Plan, will be considered a remediation failure. Failure to remediate is considered a failure to progress through program and is grounds for termination from the program.
2. The student must demonstrate a willingness to participate in the remediation process that includes completing assignments and/or evaluations on time and as described. The student must also demonstrate the ability to achieve self-directed learning, as defined by the SPAC in the Performance Remediation Plan. Failure to remediate is considered a failure to progress through the program and is grounds for termination from the program.

Appendix B: EMU PA Student Professionalism Expectations

Integrity: PAs hold as their primary responsibility the health, safety, welfare, and dignity of all human beings

Honesty, trustworthiness – demonstrated by accountability in testing, submitting original work, reporting academic dishonesty

Dependability - demonstrated by reliability in group work, lab performance, class participation, and class attendance.

Respect: PAs recognize and promote the value of diversity

Sensitivity and responsiveness to a diverse population – demonstrated by sensitivity and responsiveness to classmates, faculty, staff, EMU employees, standardized patients, all those who contribute to educational development.

Respect for professional and interprofessional colleagues – demonstrated by collaboration during IPE activities, group work, and peer teaching that respects the diversity of viewpoints of participants.

Behavior: PAs work with other members of the health care team to provide compassionate and effective care of patients

Subordinating personal interest to that of others; reflecting on actions and decisions – demonstrated by incorporating the views of others when choosing appropriate dress, mode of speech, and content of communication

Interpersonal skills necessary to provide compassionate and effective care of patients - demonstrated by professional communication through dress, email and written communication, mode of speech; active participation in class activities

Excellence: PAs assess their personal capabilities and limitations, striving always to improve their academic performance and medical practice. PAs actively seek to expand their knowledge and skills, keeping abreast of advances in medicine. PAs use their knowledge and experience to contribute to an improved community

Assessing personal capabilities and limitations – demonstrated by respectfully asking questions of instructors and peer teachers; actively seeking feedback; correctly utilizing appropriate resources and adhering to the EMU Physician Assistant Program Remediation Process and determinations of the Student Progression and Affairs Committee.

Striving to improve medical competence – demonstrated by integration and application of course content as reflected by formative and summative assessments; self-monitoring of progression of medical knowledge, patient care skill and medical reasoning as reflected by student performance student portfolio, advisement meetings and recommendations from the EMU Physician Assistant Program Remediation Process and determinations of the Student Progression and Affairs Committee.

PA PROGRAM STUDENT HANDBOOK

Statement of Understanding

Student Name: _____

A. Working with Diverse Groups

I understand that as part of the educational experience in the EMU PA Program, I will work with individuals representing a variety of cultural, religious, ethnic, racial, sexual orientation and socio-economic backgrounds. I agree to participate in such educational experiences with individuals regardless of their background.

B. Health Status

I have reviewed the EMU PA Program Technical Standards and, to the best of my knowledge, I do not have any condition (physical or mental) which will compromise my ability to perform the duties expected of me as a student in this program.

C. Health Insurance

I understand that I am required to maintain comprehensive health insurance coverage and to provide evidence of such to the PA Program.

D. Clinical Rotations Agreement

I understand that the EMU PA Program assigns all clinical rotations and that there is no guarantee I will be assigned to a specific location or preceptor. I also understand that clinical rotation sites are subject to change, sometimes without advanced warning. During the clinical curriculum, PA students may have to relocate for periods of time due to availability of clinical sites. Students are expected to provide their own transportation and housing.

E. Communications

I understand that email is the primary means of communication for the EMU PA Program outside of program activities. I will check my EMU email account on a daily basis and respond in a timely manner. Furthermore, I understand that I may be subject to disciplinary action for failure to respond to faculty or staff communications in a timely manner.

F. COVID-19 Related Requirements

I have read and understood the COVID-19 related requirements.

G. Remediation Process and Policy

I have read and understood the EMU PA Program Remediation Process and Policy.

H. Professionalism

I have read and understood the professionalism expectations.

I. Attendance/Participation

I have read and understood the attendance/participation expectations.

J. PA Program Student Handbook

I know how to access the online pdf version of the EMU PA Program Student Handbook, have reviewed it in its entirety and have had all of my questions satisfactorily answered. Furthermore, I attest that I understand and agree to comply with all provisions outlined in the Student Handbook.

As a Physician Assistant Student at Eastern Michigan University, I have read, understand and accept all terms of this statement:

Signature

Date