



CDM 1016 - Clinical Rotation II

I. Course Information

Course: CDM 1016 - Clinical Rotation II
Semester and Year: Summer I 2021
Course Start and End Dates: 05/03/2021 - 07/25/2021
Course Reference Number: 50143
Semester Credit Hours: 1.0

II. Instructor Information

Professor: Abby J Brodie
Email: abrodie@nova.edu
Phone: 954-262-7342
Office Hours: Room #7318, “Open Door” and by appointment.
Office Hours:

Please email Dr. Brodie at abrodie@nova.edu for email communication and/or to schedule a virtual office meeting via NSU Zoom.

III. Class Schedule and Location

Day	Date	Time	Location	Building/Room
	05/03/2021 - 07/25/2021		Ft Lauderdale/Davie Campus	-

IV. Course Description

This clinic experience in the winter and summer semesters provides the D-1 student continued exposure to the clinical dental environment in the CDM student clinics, to observe communication skills, diagnostic methods, dental procedures, and patient-student-faculty-staff interaction. Students will have the opportunity to assist and observe D-3 and D-4 students in the clinics. Students must have previously successfully completed the required Environmental Health and Safety Training and HIPAA online training courses; Infection Control and Needlestick Exposure Protocol orientation, and be complete in HPD – required immunizations, titres and health forms. The content and activities in this course are integrated with the content in the following courses: Multidisciplinary Introduction to Record Keeping; IRDS II topic of Ergonomics, Primary Care and Public Health, Introduction to Evidence Based Dentistry, and Ethics and Professionalism I and II.

V. Course Objectives / Learning Outcomes

Course Learning Outcomes

To provide exposure and experience for the D-1 student to the professional clinic environment.

COLLEGE OF DENTAL MEDICINE COMPETENCY STATEMENTS Faculty Note: Use the most updated version of the CDM Predoctoral Competency document to select the corresponding competencies for

this course. Be sure to select the number of the competency statement and the verbatim competency statement as it appears on the competency document. For each competency indicate the type of assessment (formative or summative) that will be employed to measure the attainment of the competency

Core Competencies:

20. Graduates must be competent in the application of the fundamental principles of behavioral sciences as they pertain to patient-centered approaches for promoting, improving and maintaining oral health.

[CODA Predoctoral Standard 2-16]

Formative Assessment - Clinic Log

Summative Assessment –Written Assignments

21. Graduates must be competent in managing a diverse patient population and have the interpersonal and communications skills to function successfully in a multicultural work environment.

[CODA Predoctoral Standard 2-17]

Formative Assessment- Clinic Log

Summative Assessment –Written Assignments

22. Graduates must be competent in applying legal and regulatory concepts related to the provision and/or support of oral health care services.

[CODA Predoctoral Standard 2-18]

Formative Assessment- Clinic Log

Summative Assessment –Written Assignments

25. Graduates must be competent in the application of the principles of ethical decision making and professional responsibility.

[CODA Predoctoral Standard 2-21]

Formative Assessment- Clinic Log

Summative Assessment –Written Assignments

27. Graduates must demonstrate competence in the ability to self-assess, including the development of professional competencies and the demonstration of professional values and capacities associated with self-directed, lifelong learning.

[CODA Predoctoral Standard 2-11]

Formative Assessment- Clinic Log

Summative Assessment –Written Assignments

28. Graduates must be competent to access, critically appraise, apply, and communicate scientific and lay literature as it relates to providing evidence-based patient care.

[CODA Predoctoral Standard 2-22]

Formative Assessment- Clinic Log

Summative Assessment –Written Assignments

- This refers to the same as the items in the CDM Competency Document; please see them listed below.

FOUNDATION KNOWLEDGE

STATEMENTS FOR THE GENERAL DENTIST

FK6. Apply knowledge of general and disease-specific pathology to assess patient risk in the prevention,

diagnosis, and management of oral disease and the promotion and maintenance of oral health.

FK9-1: Apply principles of sociology, psychology, and ethics in making decisions regarding the management of oral health care for culturally diverse populations of patients: understand patient responses to treatment recommendations based on beliefs associated with cultural or ethnic background.

FK9-3: Apply principles of sociology, psychology, and ethics in managing fear and anxiety and acute and chronic pain in the delivery of oral health care: management of pain and anxiety in patients with history of substance abuse.

FK9-4: Apply principles of sociology, psychology, and ethics in understanding and influencing health behavior in individuals and communities: understand reasons for avoidance of professional dental care.

VI. Materials and Resources

Course Required Texts and Materials:

Bibliography:

Required readings, references and course resources:

1. All information from course Orientations CDM 1015 and CDM 1016 - Including Exposure Protocol, Clinic Safety information, Dental Assisting, pandemic-related protocols and any other topics from all orientations.
2. CDM Required Training in Infection Control Live Training re: COVID-19 from Fall 2020, (August 7, 2020 - 1:30pm - 3:30pm via Zoom) on recorded Zoom training.
3. NSU EHS online course modules in Canvas from Fall 2020.
4. NSU Infection Prevention in Dentistry online Canvas course from Fall 2020.
5. NSU HIPAA online course from CDM 1050 (Ethics and Professionalism I) from Fall 2020.
6. OSHA online link on Exposure : https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=standards&p_id=10051
7. CDC Infection Prevention Practices in the Dental Setting <https://www.cdc.gov/oralhealth/infectioncontrol/summary-infection-prevention-practices/index.html>; including CDC's Interim Infection Prevention and Control Guidance for Dental Settings During the COVID-19 Response at <https://www.cdc.gov/coronavirus/2019-ncov/hcp/dental-settings.html>
8. Newton JT, Brenneman DL. Communication in dental settings scale (CDSS): preliminary development of a measure to assess communication in dental settings. *Br J Hlth Psych* 4(Part 3):277-284,1999.
9. Any and all online readings, powerpoints, videos, references etc. that are posted in Canvas for CDM 1016 in preparation for actual and/or virtual clinic site rotations.
10. Other readings or references, as assigned.

Faculty Note: Please indicate the textbooks that are **required** for the class and if available, a hyperlink to the textbook. Also, indicate if there are articles or links to **required readings** that are required for the class *and* the site where the articles are available for the student (such as: Canvas, library, database).

Course Supplemental Materials:

As assigned.

- Supplemental, Recommended, Optional, NOT required.

The access to all instructional resources included in this course, such as, lectures, handouts, manuals, PowerPoint presentations, videos, photographs, pictures, articles and web links is limited to students who are enrolled in the course and is not for public distribution. The use of these instructional resources is exclusively for non-commercial and non-profit educational use. Students are recommended to download the instructional resources provided in the course, UNLESS, the course director instructs NOT to download specific files. We recommend that all students download, save, and keep the instructional materials from all the courses. These instructional resources will be very helpful references as you progress from year to year in the program.

VII. Course Schedule and Topic Outline

Course Schedule:

Course Schedule and Course Activities

- Mandatory Orientations

Winter 2021 Semester:

- Thursday, January 7, 2021, 1:10-3:00pm on Zoom
- Thursday, January 14, 2021, 1:10-3:00pm on Zoom

Summer 2021 Semester

***** Thursday, May 6, 2021 10:10am - 12:00pm on Zoom

***** Tuesday, May 11, 2021 10:10am - 12:00pm on Zoom

- Course Rotations

The Course Schedule follows the posted **rotation schedule** on specified days and time blocks. The Rotation Schedule and student group assignments will be posted in Canvas. **The rotations take place on Tuesday mornings, afternoons, evenings, Wednesday evenings, Thursday mornings, afternoons, evenings, and Friday afternoons in the Summer semester portion of the course.** Any other class sessions and trainings may be scheduled, as needed. **Additional clinic sites may be available in the Summer 2021 term. Further information on this may be provided to students if /when additional sites become available.** Please note that the rotation time blocks marked with #, are reserved TBA and may be used if and as needed, as per the Course Director. Schedules are subject to change. Also, in the Summer 2021 term, Friday afternoons will also be allotted for group seminars for the course CDM 2140, Dr. Kuriakose course director. He will communicate separately with students regarding these rotations. All rotations are subject to change.

“Important note – Please note that due to the current Coronavirus pandemic, course schedules and course activities may be modified now and in future. Faculty and students are responsible for keeping apprised of these changes and adjusting their schedules accordingly.”

VIII. Instructional Methods

In this section of the syllabus you will find information about any course (instructional, assessment, assignments, benchmarks and/or clinical) modifications that were added to the course as a result of COVID-19

Instructional Methods – Modifications that were added to the course as a result of COVID-19:

- **Instructional Methods - Use of Zoom virtual class sessions as needed.**
- **Assignments -**
 - **Addition of 2 virtual clinic program sessions due to non-availability of actual clinics to D1 students.**
 - **Addition of 2 orientation sessions related to Covid19-related clinic protocols.**
 - **Potential flexibility and addition of clinic sites for actual D1 clinic experience if/as Covid19-related protocols change.**
- **Assessments - no modifications.**
- **Clinical benchmarks - addition of 2 virtual clinic program sessions due to non-availability of actual clinics to D1 students.**

IX. Assignments

Description of Assignments, Point Value and Rubrics

IMPORTANT NOTE: IF CLINIC SCHEDULES AND/OR PROTOCOLS CHANGE DUE TO COVID19, D1 ROTATIONS AND ANY MODIFIED COURSE ASSIGNMENTS WILL BE APPLIED FOR THE GRADING OF THE COURSE

ASSIGNMENTS

Each student must complete their assigned 4 site-related rotations as follows:

Davie Predoctoral Clinic –2 rotations – Assisting – at this time.

Students are required to assist in this course. Due to pandemic related clinic protocols, students who Meet all criteria, may only assist in non-aerosol procedures. If a student is not complete in all health forms, they will need to observe only. If a student is complete in all health forms, they will assist. There is one minimum *assisting* rotation required, by the end of the course. At this time, only assisting in non-aerosol procedures will be allowed AND if student meets all criteria of completed trainings, orientations, and is completely current in all NSU-HPD-CDM required health forms. The protocols/requirement for assisting are subject to change due to the Covid19 pandemic.

CDM Special Needs Clinic – 1 rotation – Virtual/Zoom – at this time. Completed in Winter 2021.

(If actual clinic location becomes possible, assisting highly encouraged if all health forms are completed with advance confirmation with the course director. Observation at minimum).

Cypress Creek Clinic – 2-3 rotations – Virtual/Zoom – at this time.

(If actual clinic location becomes available, this site is *observation only* for all D1 students).

NSU Mailman Segal Center - MSC Pediatric Dental Clinic - 1 rotation – Virtual/Zoom – at this time.

Students are required to read/view the MSC program video in advance of their group discussion session, submit one question for subsequent small group discussion, and take the pre and post tests for the MSC program. (If actual clinic location becomes available, this site is *observation only* for all D1 students).

Thursday, April 1, 2021 - 1:10-3:00pm - 1/2 class

Thursday, June 17, 2021 - 1:10-3:00pm - 1/2 class

Other NSU CDM clinics - possible rotations to be determined.

IMPORTANT - If a student has not completed all required health forms, and therefore cannot serve in an assisting role where required (minimum of one time at the Davie Clinic), they will not be considered as having successfully completed this course, CDM 1016.

All schedules and sites are subject to change.

WRITTEN ASSIGNMENTS - TEMPLATE WILL BE POSTED SEPARATELY IN CANVAS CDM 1016.

Clinic Log with 2 Full CDSS Evaluations

This clinic log is to be turned in by **Monday, July 12, 2021**, (Students scheduled in clinic on or after July 9, 2021 must turn in their log and written assignments within 2 business days after their last rotation posted to Canvas. This log will include: Date of rotation, Time in and out of rotation, Clinic Location, Dental procedure(s) observed/assisted, and D-3/D-4 student clinic number, **2 complete CDSS evaluations as follows: 2 from the Davie clinic. If a student has a rotation in another clinic, 1 CDSS evaluation can be completed from that clinic instead of 1 Davie clinic evaluation.**

Photography of clinic sign-in/sign out sheets or any documentation is expressly NOT permitted. Please note that any absence, whether excused or unexcused, MUST be included in the clinic log in the entry date of the originally scheduled rotation.

Example:

February 25, 2021	1:10pm – 5:00pm	Absent (state if excused or unexcused)
June 29, 2021	9:00am - 12:00pm	Make up rotation of 2/25/2021

CDSS Evaluations

Students must complete, record, and submit 2 **full** CDSS Evaluations from observations of start-to-finish appointments, as described above. Include all completed CDSS evaluations to the assignment file when submitting to Canvas, so that each student has ONE overall assignment file submitted.

Written assignment – All questions must be answered and complete according to the specifications, and typed in the space provided on that page.

Summary of the 3 peer reviewed articles that you selected in the Fall 2020 semester on your chosen topic of interest. The references must be in APA format. IF they were not provided correctly in the Fall assignment, please correct them for this assignment. Similarly, if the topic of interest was not clear in the Fall assignment, clarify for this assignment. Any corrections from Fall 2020 term need to be included in the Summer 2021 term. The articles and the topic of interest should be clearly connected. The summary should be between 300-500 words, similar to an abstract format (refer to the Journal of the American Dental Association), and is a summary of all 3 articles together, **not** an individual summary of each article. The objective is to read your 3 chosen articles and summarize as a review of that literature, and state any conclusions you come to, based upon all 3 articles.

Completed and submitted Student Self- Assessment

Any changes to the criteria for submission on the part of the student (such as rescheduled rotation, loss of data, new articles and /or topic of interest from Fall semester, or any other aspect of the assignment)

MUST be noted by the student in the respective assignment section, **and** in the student self-assessment.

Additionally, any changes in the course schedule due to changes made by the course director must be noted in the Clinic Log, specifically by date, reason for schedule change, etc.

The student should understand that reflection, correlation of current dental literature, observation of clinical interactions, record-keeping, ethical core values in practice, and accurate self-assessment are equally, if not more important, than the mere “check off” of an assignment, and should be objective and reflect a high level of professionalism.

Student self – assessments that **do not** accurately, objectively, quantitatively *and qualitatively* reflect the student’s course requirements, activities, and completions will result in a one half letter grade deduction

from the overall course grade.

Student self – assessments that **do** accurately reflect the student's course requirements, activities, and completions, both quantitatively *and qualitatively*, will result in a one half letter grade increase to the overall course grade. There are no grades higher than "A" as per the university grading system, i.e. grades cannot be entered into the NSU system as greater than "A".

X. Grading Criteria

Provide a List of all the graded work in the course (Assessments, Class Activities, Classwork and Assignments) with Point or Percentage Values, or required Completion item.

Grading Scale:

IMPORTANT NOTE: AS NOTED ABOVE, COURSE ROTATIONS AND ASSIGNMENTS MAY BE MODIFIED DUE TO THE COVID19 PRECAUTIONS. ASSIGNMENTS ARE THEREFORE SUBJECT TO CHANGE.

List of all the graded work and course activities: All course activities are completion requirements.

1. Attendance to all course orientations - absence grade impact as per student handbook
2. Attendance to all class or clinic-site related sessions - absence grade impact as per student Handbook
3. Attendance to all rotations (whether rotation is actual or virtual) - absence grade impact as per student handbook.
4. Accurate documentation of sign-in/sign-outs in clinic site(s). PHOTOGRAPHY IS NOT PERMITTED IN ANY FORM OF THESE DOCUMENTS OR IN ANY CLINICS.
5. Clinic log with all accompanying written assignments and objective student-self assessment in July 2021 – as per grading criteria in rubric found below.
6. Completion of clinic-site related assignments, where given. MSC rotation will require one question submission per student. Students who do not submit the required one question may have one half letter grade decrease. Other clinic sites may require a brief assignment, and similarly, must be completed.

Additionally, any changes in the course schedule due to changes made by the course director must be noted in the Clinic Log, specifically by date, reason for schedule change, etc.

The student should understand that reflection, correlation of current dental literature, observation of clinical interactions, record-keeping, ethical core values in practice, and accurate self-assessment are equally, if not more important, than the mere "check off" of an assignment, and should be objective and reflect a high level of professionalism.

The course will begin Thursday, January 7, 2021, including mandatory class orientation sessions or meetings, and continue through July 23, 2021. Students are responsible for checking their assigned rotation time on the schedule for this clinic rotation course. This includes all course activities, actual and virtual. The schedule, and any updated schedules will be distributed by NSU email and/OR posted in Canvas. Please note, that according to the academic calendar and CDM course calendar for the Winter 2021 semester, there are several changes in the schedule throughout the Winter term, and then again in the Summer term. Students are responsible for checking and adhering to schedules, and any changes in schedules.

Students **may not** skip or switch rotations or alter the rotation schedule in any manner.

Students may not photograph any materials during the rotations, including but not limited to the sign-in/sign out sheets. This is considered a policy breach and may be grounds for course failure

as well as subject to further disciplinary action.

Students who are not completed in all program-required immunizations, titres, tests, health forms, etc. as described in the student handbook are NOT permitted to assist in the Davie and NMB clinics and can only observe. (All D1 students *observe only* in the Cypress Creek clinic and MSC Pediatric Dental Clinic). Since assisting is a required component of this course, failure to complete all immunization, etc. requirements may result in the student's inability to satisfy the program requirements and may fail the course.

At this time, students will only attend actual clinic in Davie, due to pandemic-related protocols. Students will be notified if any changes are made to the clinic sites in order to attend in an actual or virtual manner.

Students missing clinic rotations due to an **unexcused** absence or lateness might not be rescheduled in the clinic, which may therefore interfere with students fulfilling the course requirements. Rescheduling of rotations due to **excused** absences or lateness will be given priority and considered on an individual basis. Every effort will be made to accommodate an excused absence or lateness, but not guaranteed.

Determination of an absence being excused requires the student to follow the CDM Services policy for requesting excused absences.

Students must attend the virtual sessions provided for this course. Since they are given on a one-time basis, a student may receive a failing grade if they are absent due to an **unexcused** absence.

In addition, the student is required to email abrodie@nova.edu, the course director in advance of the absence, or if unplanned, within 3 business days after the absence.

GRADING RUBRIC

Based on attendance to the course orientations and live trainings, and rotations; sign-in/sign-outs, adherence to infection control policies, correct submission of complete and accurate clinic log and all written assignments with student self-assessment, and proper professional conduct.

A

Student completes all scheduled rotations attended and completed according to requirements of each rotation (actual or virtual clinic site), attendance to any/all orientations or class sessions, all clinic sign-ins and sign-outs complete and legible, adherence to OSHA/CDC and all infection prevention and safety guidelines, correct submission/upload into Canvas "Assignments" of complete and accurate **clinic log with all written assignments by the designated due date completed and uploaded by the due date of Monday, July 12, 2021, before midnight** on the attached log template **ONLY**, and **use of the CDSS form with the Privacy Statement at the top of the first page of the assignment**, proper professional conduct, and completion of the Student Self-Assessment.

Only students with rotations on or after July 9, 2021 are required to submit their log and assignments to Canvas Assignment upload within 2 business days after their last rotation, **with the Privacy Statement at the top of the assignment document.**

A-

Missing legible and complete sign-in/sign-out to ONE scheduled rotation or one missing information in clinic log, any missing component in the list above, or qualitatively deficient.

B, B+

Content is provided according to the instructions but is qualitatively deficient. Examples include but not limited to your 3 articles meeting the criteria described in the syllabus: inconsistencies in data, other, at the

discretion of the course director.

B-

Any two of the following: Missing legible and complete sign-in/sign-out to ONE scheduled rotation; one missing information in clinic log, any missing component in the list above, and/or qualitatively deficient.

C+

Submitting the clinic log on some other format or template other than the one provided. (Please be sure to use ONLY the one template included in this syllabus).

C

Failure to place the Privacy Statement at *the top* of the written assignment.

F

Any three or more of the following: Missing legible and complete sign-in/sign-out to ONE or more scheduled rotations; one missing information in clinic log; Failure to place the Privacy Statement at the top of the written assignment (or in the body of the email if submitted via email), incomplete Student Self-Assessment; submitting the clinic log on some other format or template other than the one provided.

F

Complete omission of the Privacy Statement.

Omission of the clinic log.

Omission of the written portions of the assignment.

Omission of the Student Self-Assessment.

Failure to turn in an accurate and legible clinic log on the template provided here *by the designated due date* of Monday, July 12, 2021 before midnight. Only students with rotations on or after July 9, 2021 are required to submit their log and assignments within 2 business days after their last rotation via email.

Failure to turn in all written portions, student self-assessment, *by the designated due date* of Monday, July 12, 2021 before midnight.

Unprofessional, unsafe, unethical conduct; falsification of any documentation.

Missing mandatory orientation(s) or other course-related programs due to unexcused absence.

Please note that any falsification of documentation will also result in report of the student to the CDM Office of Academic Affairs.

The references in the grading criteria above that are related to thorough and complete sign-in/sign/out sheets and clinic logs are not to be confused with attendance.

A missed rotation is not the same as a missing or inaccurate piece of documentation.

A missed rotation is accounted for in the course grade by way of the NSU-CDM Attendance Policy in the 2020-2021 NSU-CDM Predoctoral Student Handbook. More information of the CDM Attendance Policy is noted below.

Course Final Grade Mode for the course (Pass/Fail, PR/NPR or Letter Grade). For a continuum course, please specify the grade mode for each semester.

Grade Mode:

Letter Grades, as provided in the NSU CDM Predoctoral Student Handbook 2020-2021.

Course Grading Scale

Letter Grade	GPA	Equivalence
A	4	93 to 100
A-	3.75	90 to < 93
B+	3.5	86 to < 90
B	3	83 to < 86
B-	2.75	80 to < 83
C+	2.5	76 to < 80
C	2	70 to < 76
F	0	<70

XI. Course Policies

COURSE ATTENDANCE REQUIREMENTS, REMEDIATION POLICY, ALL CDM POLICIES

Attendance Policy : Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

Link to the handbook:

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20a2020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

Remediation Policy: Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

“Successful completion of each CDM course requires compliance with the CDM Code of Behavioral Conduct.”

CDM College Attendance Policy Please note that, the Office of Admissions, Student Affairs and Services manages excused absences including sick days, mission trips, dental meetings, externships, interviews, family events, and other personal leave time, etc. and all student absences will continue to be tracked in axiUm. (Please refer to NSU Wide Religious Holidays Policy in the Student Handbook.) • Planned excused absences: please fill out the appropriate paperwork, with backup documentation (e.g. physician’s note), and submit on the online portal for the Office of Student Services prior to the scheduled absence, so that we can approve the leave time, and help you map out a plan to make up the work. It is the student’s responsibility to inform the course director for any courses you will be missing, your team leader for any clinic sessions that will be missed and/or the Coordinator of Extramural Programs (Dr. Mairelina Godoy), etc. of your planned absence(s). • Unplanned excused absences: please email Dr. Galka at agalka@nova.edu with a cc to cdmservices@nova.edu to report that you will be out, the reason for your absence and to also let us know if you plan to return to school the following day. You should also email the course director for any courses you will be missing, Dr. Mairelina Godoy mg1189@nova.edu for any rotations you will be missing and/or your team leader for any clinic sessions scheduled for that day. You must continue to email us daily to keep us updated if you will be out additional days and you can submit your SREA form together with backup documentation when you know the date you will return to school. • The student will be responsible for making up all missed rotations, all material presented in lectures, all

laboratory projects, all written and practical examinations (including OSCEs) and must fulfill all didactic and clinical responsibilities as outlined in the individual course syllabi. Also, please review the attendance policy in the individual course syllabi. • Please do not schedule externships or interviews when you are scheduled for an examination or rotation. • Remember, it is your responsibility to reach out to our office for any unexcused absences to see if these fall under excused absences and/or to see how the unexcused absence will be managed. Also, please contact Dr. Mairelina Godoy directly to arrange makeup of any and all missed rotations, which will take place during optional clinicweeks. • Every student will be able to take 1 Personal Day/per Semester (3 Personal Days/Academic Year) with NO BACKUP DOCUMENTATION REQUIRED, provided the day(s) are not taken when you are scheduled for a rotation, written examination, practical/competency examination, OSCE or taken directly before/after a school holiday, etc. These absences will be managed through our office and designated as excused absences, provided our office is notified by email in advance or on the day of the absence. (Please indicate in the email if you will be using a personal day and designate D-1, D-2, D-3 or D-4 student.) For any additional absences to the 1 Personal Day/per semester, or in the event that you will be missing a written examination, a preclinical or clinical practical/competency examination, including an OSCE, or rotation, backup documentation WILL be required. Again, it is the student's responsibility to notify all course directors, team leaders, and/or the Coordinator of Extramural Programs, etc. affected by your absence(s). Please check your individual schedule before requesting a personal day, to be sure that you will not be missing a rotation or an exam. A personal day will be recorded as a full day. (Half days cannot be requested.) A personal day must be requested on or before the day in question and cannot be used retroactively. **COVID-19 Protocol (subject to change)**1. NO STUDENT IS TO COME TO SCHOOL SICK- if you do not feel right- please do NOT come to school. Email Dr. Galka- Assistant Dean for Admissions, Student Affairs and Services (agalka@nova.edu) 2. If a student has had direct/close contact with someone who has been infected with COVID-19 or is experiencing COVID-like symptoms- immediately self- isolate/quarantine. Email Dr. Galka and Dr. Schweizer- Director Infection Prevention Programs (schweize@nova.edu). a. Direct Exposure/ Asymptomatic: test on day 7- if negative test result- can come back after 10 days : if NO test- quarantine 14 days b. Symptomatic (with or without Direct Exposure): test immediately and then again on day 7- if negative test result on day 7- can come back after 10 days : NO test- quarantine 14 days and must be symptom-free for 72 hours3. If a student tests positive for COVID-19: remain self-isolated. To return to school: student needs to have 2 consecutive negative test results in a row (at least 24 hours apart). 4. Students who are in quarantine, need to contact both Dr. Galka and Dr. Hernandez (marher@nova.edu) to determine if they can participate in online courses during this time

XII. University Policies

Academic Integrity: Cheating or inappropriate behavior during any written examination, quiz, any assignment, any project; plagiarism of any work(s), or other unethical behavior will not be tolerated; the student risks receiving a grade of zero (0) for said examination, quiz, assignment, project and may be referred to the Associate Dean for Academic Affairs and the Student Progress Committee. Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook. and the NSU Student Handbook located at

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0> .

Plagiarism Policy: All assignments, exams, works, patient care - written, laboratory, oral, clinical must be done as the independent work of each individual student. Plagiarism, copying or sharing the work of another or altering documentation to reflect something is your own work that is not; reflect false attendance, are considered serious offences that will not be tolerated. THESE ACTIONS WILL BE CONSIDERED IN VIOLATION OF THE UNIVERSITY AND THE CDM CODE OF BEHAVIORAL CONDUCT AND WILL BE REFERRED FOR APPROPRIATE ACTION. Students who need assistance in their learning goals should communicate with the appropriate NSU-CDM course director and/or faculty. Please refer to appropriate pages of the NSU and the CDM 2020-2021 Student Handbook. Following a link to the NSU Student

Handbook

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

University Policy

Class content throughout this course may be recorded in accordance with the NSU Class Recording Policy. If class content is recorded, these recordings will be made available to students registered for this course as a supplement to the classroom experience. Recordings will be made available to all students who were registered to attend the live offering of the class, regardless of a student's section or discipline, or whether the student is participating in the course online. If recordings are intended to be accessible to students or third parties who were not registered for the live offering of the class, students' personally identifiable information will be removed or redacted from the recording, unless (1) their written consent to such disclosure was previously provided, or (2) the disclosure is permissible in accordance with the Family Educational Rights and Privacy Act ("FERPA").

Students are prohibited from recording audio or video, or taking photographs in classrooms (including online classes) without prior permission from the instructor or pursuant to an approved disability accommodation, and from reproducing, sharing, or disseminating classroom recordings to individuals outside of this course.

Students found engaging in such conduct will be in breach of the Student Code of Conduct and subject to disciplinary action.

Title IX/Sexual Misconduct: Sexual violence and sexual harassment are contrary to our core values and have no place at Nova Southeastern University. In accordance with Title IX and other laws, NSU prohibits discrimination, including sex-based discrimination and discrimination towards pregnant/parenting students. If you or someone you know experience(s) sexual violence and/or sexual harassment, there are resources and options available. To learn more or to report an incident, please visit the NSU Title IX website at www.nova.edu/title-ix. Please be aware that as an instructor, I am not a confidential resource, and I will need to report any incidents of sexual misconduct to the NSU Title IX Coordinator. You can also contact Laura Bennett, NSU's Title IX Coordinator directly at laura.bennett@nova.edu or 954-262-7858.