

### *Competency 6: Practice-Based Learning and Improvement*

Graduates must demonstrate the ability to critically evaluate their methods of clinical practice, integrate evidence-based medicine into patient care, show an understanding of research methods, and improve patient care practices.

### *Competency 7: Systems-Based Practice*

Graduates are expected to demonstrate an understanding of health care delivery systems, provide effective and qualitative patient care with the system, and practice cost-effective medicine.

## **Attendance/Absences**

Attendance at all KCUMB classes is required. As professionals, students are expected to adhere to this attendance policy with diligence. Any student having excessive absences from class or laboratories may be in violation of the Professional Code of Conduct and face disciplinary actions.

Missed laboratory sessions may be made up if they occur related to an excused absence. Request for an excused absence must be filed at least 10 days prior to anticipated absence.

Excused absences may be granted prior to the date requested at the discretion of the Associate Dean for Curricular Affairs (COM students) or the Dean of the College of Biosciences (COB students), at least two weeks prior to the absence. Absences will be accepted in extenuating circumstances for consideration of approval.

### *Excused Absences, Make-Up Examinations and Quizzes*

The following policy outlines the criteria for excused absences, make-up examinations and quizzes:

*Civic Responsibilities:* Students required to be physically present at citizenship hearings, court hearings or jury duty on the date of a regular lecture, examination or quiz will be granted an excused absence and allowed to take a make-up examination or quiz. Students should contact the Associate Dean for Curriculum (COM students) or the Dean of the College of Biosciences (COB students) with supporting documentation to discuss such circumstances prior to occurrence. It is the student's responsibility to schedule make-up examinations or quizzes with the Section/Course Director within two days of returning to campus.

*Academic Conflict:* Students may request an excused absence for academic-related conferences or activities. Only students in good academic standing (G.P.A. of 2.5 or above) will be considered.

*Death in the Family:* Any student applying for an excused absence or to take a make-up exam or quiz due to a death in their family must provide a copy of the death certificate or obituary program. Consideration will be given for deaths of spouse, life partner, parents, siblings, children, in-laws or grandparents.

*Illness:* Any student who misses a lecture, exam or quiz due to illness must be seen by the KCUMB Student Health Clinic physician or their private health-care provider on the day of the illness in order to have such illness documented. KCUMB's Student Health Clinic physicians will forward written documentation/assessment of the student's physical conditions to the Associate Dean for Curricular Affairs (COM students) or the

Dean of the College of Biosciences (COB students) with his/her recommendation. If a make-up exam or quiz is approved, it will be scheduled with the Section/Course Director within two days of returning to campus.

*Other:* Additional extenuating circumstances, not covered by these guidelines, may be brought to the Associate Dean for Curricular Affairs (COM students) or the Dean of the College of Biosciences (COB students) for consideration.

*Excessive make-up requests:* Any student requesting excessive numbers of excused absences, make-up examinations or quizzes will be referred to the Promotion and Graduation Committee or Administrative Officers.

As professionals, students are expected to adhere to the KCUMB attendance and absenteeism policy with diligence.

Excused absences should not be requested for the following: weddings, vacations, birthdays, non-family special events, etc.

## **BLS/ACLS**

COM students are required to complete both the American Heart Association's Healthcare Provider Basic Life Support (BLS/CPR) and the Advanced Cardiac Life Support (ACLS) courses offered on campus.

BLS is completed during the first year of medical school. It is provided free of charge and must be taken at KCUMB. This course includes lecture and hands-on techniques in adult, child and infant basic life support and obstructive airway techniques. Successful completion is required for advancement to second-year studies.

ACLS is completed during the second year of medical school and prior to clinical clerkships. It is also provided without cost to KCUMB students and must be taken on campus.

BLS and ACLS are taught according to the guidelines and standards set by the American Heart Association. Students are awarded BLS and ACLS cards/certificates after the successful completion of each course. The cards are neither indicative of nor do they confer the right to practice medicine. Both BLS and ACLS certifications must be recertified every two years.

## **Course Drops and Withdrawals**

Students may drop (cancel registration) an elective course at any time through the first class meeting if the course has multiple class meetings, or before the class begins if the class only meets on one day. Students who wish to drop a course must officially communicate their request to the Registrar's Office within the prescribed time requirements. A student who drops a course within the prescribed time sequence will have no record of the course on their transcript.

Students may withdraw from an elective course after the drop deadline and up to the last class meeting. Course withdrawals are recorded as a "W" notation on the student's academic transcript.

## **Dismissal and Checkout of Students**

The University reserves the right, at its sole discretion, to dismiss any student at any time prior to graduation, in the event of a breach of the Professional Code of Conduct,