



OU
WB | *School of*
MEDICINE

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I. ABOUT THE SCHOOL OF MEDICINE

Oakland University (OU) and Beaumont Health System (BHS) were founded at approximately the same time, half a century ago, in close proximity to each other and in a region of greater Detroit. Today, OU is one of 15 public universities in Michigan. OU has an enrollment exceeding 19,000 students and a Carnegie classification of doctoral/research university-intensive. Meanwhile, Beaumont Health System has flourished into a three-hospital regional healthcare provider. Beaumont Health System is now a 1,700-bed tertiary care, teaching, research and referral hospital system.

A. MISSION, VISION, OUR VALUES AND GOALS

Mission

The Oakland University William Beaumont School of Medicine is a collaborative, diverse, inclusive and technologically advanced learning community, dedicated to enabling students to become skillful, ethical and compassionate physicians, inquisitive scientists, and dynamic and effective medical educators, who are invested in the scholarship of discovery.

Vision

The Oakland University William Beaumont School of Medicine will be recognized by its students and faculty members - and by their peers in the global medical community - as a premier educational environment for individuals to become physicians and to study medicine throughout their lives, to transform the practice of medicine through research, and to lead in promoting, maintaining and restoring health to individuals and communities served by the school and its graduates.

Our Values

Our values will guide our actions and describe how we will behave and work together to achieve our mission and vision.

Compassion: We are a “school that cares” by having a safe and secure environment that treats everyone with respect, sensitivity, dignity, decency and empathy in all our endeavors.

Partnership, Collaboration and Teamwork: We are dedicated to collegiality, collaboration, teamwork and mutual respect as we work together enthusiastically within and across organizational boundaries in pursuit of our mission.

Innovation: We pursue all avenues to energize and encourage creativity, while cultivating and nurturing the school environment to foster the unique talents of our students, staff and faculty.

Professionalism: We value honesty, integrity and ethical conduct in dealing with our students, patients, faculty, staff and the community we serve.

Quest for Excellence: We commit to doing the best for everyone who interacts with the school by always striving to build upon and enhance what already has been achieved.

Goals

To achieve and sustain excellence in medical education, research and patient care

To lead the evolution of physician training toward a competency-based education, embracing the dimensions of biomedical sciences, social and behavioral sciences, diversity and the art and practice of medicine

To advance, support and recognize the medical educator, mindful of the role that biomedical scientists and physicians play as communicators and teachers

To inspire all students and their teachers to ask significant questions that can be addressed through careful investigation, thereby transforming the practice of medicine

To create a dynamic exchange of ideas between medical scholars and colleagues in other disciplines, acknowledging the potential contributions of many fields to the improvement of healthcare

To embrace internal and external partnerships that promote the development of novel technologies to advance medicine

To affirm, emphasize and demonstrate that the patient is the focus of our activities

To serve our community through the faithful execution of our mission.

B. OUWB DEAN'S ADMINISTRATION

<p>Robert Folberg, MD Founding Dean and Chief Academic Officer, Beaumont Health System</p>	<p>Nelia Afonso, MD Assistant Dean, Community Integration and Outreach afonso@oakland.edu</p>
<p>Jeffrey Devries, MD, MPH Associate Dean, Graduate Medical Education Jeffrey.Devries@beaumont.edu</p>	<p>Linda Gillum, PhD Associate Dean, Academic and Faculty Affairs, gillum@oakland.edu</p>
<p>Robert Granadier, MD Assistant Dean for Diversity and Inclusion Professor of Ophthalmology</p>	<p>James Grogan, Ph.D. Interim Associate Dean for Undergraduate Clinical Education jgrogan@oakland.edu</p>
<p>Thomas Guerrero, MD, PhD Assistant Dean for Diversity and Inclusion Professor of Radiation Oncology</p>	<p>Dawn Jung, MD Assistant Dean for Diversity and Inclusion Assistant Professor of Emergency Medicine</p>
<p>Daniel Kallenberger Assistant Dean for Admissions dkallenberger@oakland.edu</p>	
<p>Richard Kelley, MBA Senior Director of Development kelley@oakland.edu</p>	<p>Richard Kennedy, PhD Associate Dean for Research Professor of Biomedical Sciences rkennedy@oakland.edu</p>
<p>Sandra LaBlance, PhD Interim Associate Dean, Student Affairs and Career Development lablance@oakland.edu</p>	<p>Robert McAuley, PhD Associate Dean, Intuitional Effectiveness and Technology mcauley@oakland.edu</p>

<p>Robert Noiva, PhD Associate Dean, Preclinical Education noiva@oakland.edu</p>	<p>Deidre Pitts, MAOM, IPMA-CP Assistant Dean for Faculty Affairs & Professional Development Pitts@oakland.edu</p>
<p>Lori Stec, M.D. Interim Associate Dean for Undergraduate Medical Education Lori.Stec@Beaumont.edu</p>	<p>Brooke Taylor, MPH, CCMEP Assistant Dean, Continuing Medical Education brooke.taylor@beaumont.edu</p>
<p>David M. Thomas, PhD Assistant Dean for Medical Education thomas@oakland.edu</p>	<p>Cheryl Verbruggen, MSA Vice Dean, Business and Administration verbrugg@oakland.edu</p>

C. DIVERSITY AND MULTICULTURAL AFFAIRS

The Oakland University William Beaumont School of Medicine values diversity and inclusion in medical education. In a society that relies on an informed, educated citizenry, no one should be denied the opportunity to attain their fullest potential. Our community welcomes and honors all persons and provides equal opportunity in receiving an excellent education. We are committed to ensuring that all students of the school have the services and support they need in order to be successful inside and outside of the classroom and hospital.

Mission

The Oakland University William Beaumont School of Medicine Office of Diversity and Multicultural Affairs is committed to fostering an environment of intentional inclusion, which embraces and celebrates the multiple dimensions of diversity. We aim to promote respectful, innovative exchanges between students, staff and faculty, analytical reflection and compassionate, ethical decision-making as means to demonstrate and develop cultural competency. We are devoted to recruiting, training, promoting and retaining the best individuals to optimally deliver high quality medical care to an increasingly diverse patient population as part of an increasingly diverse work force. Our institutional culture facilitates and promotes the importance of a diverse medical community through pipeline programs, student groups, educational programs, community outreach and mentoring with the goal of addressing health care disparities both locally and nationally.

Purpose

To implement and integrate retention programs and student success initiatives on campus and in the community

To create student, faculty and staff programming that highlights diversity and inclusion

To create opportunities and maintain a welcoming and inclusive environment for learning and engagement

To serve as a support base and resource for students

To train and lead students on diversity-related topics and issues in regard to multiple facets of the educational and career transition experience

D. OU CAMPUS MAP

A full-color, interactive map can be located on OU website at www.oakland.edu/map. Additionally, the site offers audio and video tours and a walking map.

E. BEAUMONT HEALTH SYSTEM LOCATIONS AND MAPS

Beaumont Health System has three main locations: Royal Oak, Troy and Grosse Pointe. Detailed information about each location, including directions and maps, can be found at <http://www.beaumont-hospitals.com/patients-visitors/locations>.

F. OU SAFETY/ EMERGENCY INFORMATION

OU prides itself in promoting safety across campus. The Oakland University Police Department (OUPD) patrols the campus and there are a variety of safety measures in place to promote safe conditions for students, faculty and staff.

Emergency Phones/ Blue Lights

Throughout the campus of OU emergency phones with bright blue lights on top of them are available to use in an emergency. In the case of a threat or other emergency, locate the nearest blue light emergency phone and OUPD will respond.

Text Message Alert System

OUPD received a grant to institute an emergency alert system on campus. Individuals who sign up for this voluntary service, in the event of a large-scale campus emergency, will be notified via text message immediately. Sign up for the alert system at oupolice.com.

Police Escorts

If an individual is not comfortable walking to their car alone, they can call and request a student cadet escort to accompany them to their vehicle. To utilize the police escort service, call **248-370-3331**.

Contact OUPD

There are a variety of ways to contact OUPD for assistance. **Dial 911** any time there is an emergency situation. Dialing 911 from a campus phone will connect the person calling to OUPD emergency services, and dialing 911 from cell phones will connect to the local police emergency services. To expedite service in the case of an on campus emergency, **call 911** from a campus phone; if using a cell phone on campus, call **248-370-3333**.

For all non-emergencies, call **248-370-3331** to reach OUPD or simply dial 3331 from a campus phone. An email can be sent as well to OUPD at info@oupolice.com.

School Closings

To find out if campus has been closed, check the OU main page (www.oakland.edu) or call **248-370-2000**, or sign up for the Text Message Alert System noted above.

Inclement Weather

The School of Medicine conforms to the OU policy on emergency school closings and inclement weather. Students, faculty and staff should pay particular attention to public announcements (radio and television), which will attempt to clearly differentiate (when appropriate) between the School of Medicine and other parts of the University. OU may close for a specified period of time in the event of inclement weather. However, since faculty, staff and students may provide health care services, they may need to work in an inclement weather situation.

If ever the procedure to be followed cannot be communicated by a public announcement, the School of Medicine will activate its own internal network. Note this rule of thumb:

- If opening the University is delayed, first-year and second-year classes - both on-campus and off-campus - will be canceled until the announced opening time. At that point, the remaining academic schedule for the day will be followed at the normally designated locations and times.
- If the University is closed, first-year and second-year classes will be canceled. M1/M2 students would not report to the hospital if the University is closed due to inclement weather. M3/M4 students are expected to make every effort to report to work during clerkship/elective months. However, your safety is of the utmost importance. We ask that you use your judgment regarding travel.

Notice of Annual Campus Safety & Security and Fire Safety Report Availability

OU's Annual Campus Safety & Security and Fire Safety Report is available online at <http://www.police.oakland.edu/statement> or you may request a paper copy from the OUPD, 10 Police and Support Services Building; University Human Resources, 413 Wilson Hall; Academic Human Resources, 517 Wilson Hall; and the Office of the Dean of Students, 144 Oakland Center.

This report is required by federal law and contains policy statements and crime statistics for OU. The policy statements address OU's policies, procedures and programs concerning safety and security and include topics such as: crime prevention, fire safety, university police law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. The report also contains crime statistics for the three previous calendar years for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by OU and on public property within or immediately adjacent to the If ever the procedure to be followed cannot be communicated by a public announcement, the OUWB School of Medicine will activate its own internal network.

G. IMPORTANT CONTACTS

Oakland University	Beaumont Health System
Office of the Dean 472 O'Dowd Hall 2200 N. Squirrel Rochester, MI 48309 (248) 370-2452	Beaumont Hospital, Royal Oak 3601 W. Thirteen Mile Road Royal Oak, Michigan 48073 (248) 898-5000
School of Medicine Admissions Email: medadmit@oakland.edu (248) 370-2769	Beaumont Hospital, Troy 44201 Dequindre Road Troy, Michigan 48085 (248) 964-5000
Center for Medical Student Services 216 O'Dowd Hall 2200 N. Squirrel Rochester, MI 48309 (248) 370-2767	Beaumont Hospital, Grosse Pointe 468 Cadieux Road Grosse Pointe, Michigan 48230 (313) 343-1000
Police / Fire / Medical Emergency 911 or 911@oakland.edu	Office of Medical Education Beaumont Hospital, Royal Oak 3601 W. Thirteen Mile Road Royal Oak, Michigan 48073 Monica Demres (248) 551-2540
School Closing Hotline University (248) 370-2000	Beaumont IT Service Desk Express: (248) 597-2727 Online Beaumont Password Self-Service www.beaumont.edu/passwordselfservice
University Switchboard (248) 370-2100	
Oakland University Police 2200 North Squirrel Road Rochester, Michigan 48309 Email: police@oakland.edu Emergency Number (248) 370-3333 Non-Emergency (248) 370-3331 Parking Tickets (248) 370-2826	

H. TECHNICAL STANDARDS

Candidates for the MD degree must perform all essential functions in each of the categories that follow in order to achieve, the levels of physical, cognitive, and emotional abilities necessary to successfully complete the full curriculum and meet the institutional learning objectives of the School of Medicine.

Observation:

All candidates are expected to use vision, hearing, and sensation to observe instructional demonstrations, and patients at a distance and close at hand.

Communication:

All candidates are expected to communicate effectively both orally and in writing, comprehend written communications, assess non-verbal communications (such as mood, activity, and changes in posture) that are fundamental components of the patient interview and physical examination, and demonstrate communication skills that are essential for the formation of effective professional relationships with teachers and colleagues, and therapeutic relationships with patients.

Motor Coordination:

All candidates are expected to use motor and sensory functions to perform components of the physical examination such as palpation, auscultation, and percussion, perform routine invasive procedures including the use of universal precautions to avoid posing risks to patients or themselves, perform basic laboratory tests and evaluate routine diagnostic tools such as EKGs and imaging studies, respond and perform with precise, quick, and appropriate actions in emergency situations, and participate effectively in physically taxing duties over long hours, and complete timed demonstrations of skills.

Cognitive:

All candidates must demonstrate cognitive functions and effective learning techniques that indicate the ability to meet the School of Medicine institutional learning objectives. Candidates must be able to measure, calculate, and analyze data, synthesize information and apply reasoning to reach conclusions based on evidence, comprehend three-dimensional relationships and understand the spatial relationships of structures, draw inferences from the logical sequential relationships of events, understand the legal and ethical aspects of the practice of medicine, be fully alert and attentive at all times in clinical settings, and solve problems effectively.

Professional:

All candidates are expected to demonstrate the attributes that would satisfy the School of Medicine institutional learning objective of professionalism. Compassion, integrity, interpersonal skills, interest, and

motivation are personal attributes that are considered in the admissions process and throughout School of Medicine.

All candidates are expected to demonstrate sound judgment and emotional stability, demonstrate the perseverance, diligence and consistency required to complete successfully the rigorous curriculum of the School of Medicine, function effectively under stress, display flexibility and adaptability to changing and uncertain environments, demonstrate evidence of the personal attributes of honesty, altruism, empathy, and concern for others, contribute to the learning environment and receive and act upon constructive feedback from faculty members and peers.

Individuals with questions or who need reasonable accommodations to successfully meet the technical standards are encouraged to contact the Director of Academic Success, [Berkley Browne](#), (248-370-3995).

II. GRADUATION COMPETENCIES

A. PATIENT CARE

Provide patient-centered care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health

- 1.1 Perform all medical, diagnostic, and surgical procedures considered essential for the area of practice
- 1.2 Gather essential and accurate information about patients and their conditions through history-taking, physical examination, and the use of laboratory data, imaging, and other tests
- 1.3 Organize and prioritize responsibilities to provide care that is safe, effective, and efficient
- 1.4 Interpret laboratory data, imaging studies, and other tests required for the area of practice
- 1.5 Make informed decisions about diagnostic and therapeutic interventions based on patient information and preferences, up-to-date scientific evidence, and clinical judgment
- 1.6 Develop and carry out patient management plans
- 1.7 Counsel and educate patients and their families to empower them to participate in their care and enable shared decision-making
- 1.8 Provide appropriate referral of patients including ensuring continuity of care throughout transitions between providers or settings, and following up on patient progress and outcomes
- 1.9 Provide health care services to patients, families, and communities aimed at preventing health problems or maintaining health

1.10 Provide appropriate role modeling

1.11 Perform supervisory responsibilities commensurate with one's roles, abilities, and qualifications

B. MEDICAL KNOWLEDGE

Demonstrate knowledge of established and evolving biomedical, clinical, epidemiological and social-behavioral sciences, as well as the application of this knowledge to patient care

2.1 Demonstrate an investigatory and analytic approach to clinical situations

2.2 Apply established and emerging bio-physical scientific principles fundamental to health care for patients and populations

2.3 Apply established and emerging principles of clinical sciences to diagnostic and therapeutic decision-making, clinical problem-solving and other aspects of evidence-based health care

2.4 Apply principles of epidemiological sciences to the identification of health problems, risk factors, treatment strategies, resources, and disease prevention/health promotion efforts for patients and populations

2.5 Apply principles of social-behavioral sciences to provision of patient care, including assessment of the impact of psychosocial and cultural influences on health, disease, care seeking, care compliance, and barriers to and attitudes toward care

2.6 Contribute to the creation, dissemination, application, and translation of new health care knowledge and practices

C. PRACTICE – BASED LEARNING AND IMPROVEMENT

Demonstrate the ability to investigate and evaluate one's care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning

3.1 Identify strengths, deficiencies, and limits in one's knowledge and expertise

3.2 Set learning and improvement goals

3.3 Identify and perform learning activities that address one's gaps in knowledge, skills, and/or attitudes

3.4 Systematically analyze practice using quality improvement methods, and implement changes with the goal of practice improvement

3.5 Incorporate feedback into daily practice

3.6 Locate, appraise, and assimilate evidence from scientific studies related to patients' health problems

3.7 Use information technology to optimize learning

3.8 Participate in the education of patients, families, students, trainees, peers, and other health professionals

3.9 Obtain and utilize information about individual patients, populations of patients, or communities from which patients are drawn to improve care

3.10 Continually identify, analyze, and implement new knowledge, guidelines, standards, technologies, products, or services that have been demonstrated to improve outcomes

D. INTERPERSONAL AND COMMUNICATION SKILLS

Demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals

4.1 Communicate effectively with patients, families, and the public, as appropriate, across a broad range of socioeconomic and cultural backgrounds

4.2 Communicate effectively with colleagues within one's profession or specialty, other health professionals, and health related agencies (see also 7.3)

4.3 Work effectively with others as a member or leader of a health care team or other professional group (see also 7.4)

4.4 Act in a consultative role to other health professionals

4.5 Maintain comprehensive, timely, and legible medical records

4.6 Demonstrate sensitivity, honesty, and compassion in difficult conversations, including those about death, end of life, adverse events, bad news, disclosure of errors, and other sensitive topics

4.7 Demonstrate insight and understanding about emotions and human responses to emotions that allow one to develop and manage interpersonal interactions

E. PROFESSIONALISM

Demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles

5.1 Demonstrate compassion, integrity, and respect for others

5.2 Demonstrate responsiveness to patient needs that supersedes self-interest

- 5.3 Demonstrate respect for patient privacy and autonomy
- 5.4 Demonstrate accountability to patients, society, and the profession
- 5.5 Demonstrate sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation
- 5.6 Demonstrate a commitment to ethical principles pertaining to provision or withholding of care, confidentiality, informed consent, and business practices, including compliance with relevant laws, policies, and regulations

F. SYSTEMS – BASED CARE

Demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care

- 6.1 Work effectively in various health care delivery settings and systems relevant to one’s clinical specialty
- 6.2 Coordinate patient care within the health care system relevant to one’s clinical specialty
- 6.3 Incorporate considerations of cost awareness and risk-benefit analysis in patient and/or population-based care
- 6.4 Advocate for quality patient care and optimal patient care systems
- 6.5 Participate in identifying system errors and implementing potential systems solutions
- 6.6 Perform administrative and practice management responsibilities commensurate with one’s role, abilities, and qualifications

G. INTERPROFESSIONAL COLLABORATION

Demonstrate the ability to engage in an interprofessional team in a manner that optimizes safe, effective patient- and population-centered care

- 7.1 Work with other health professionals to establish and maintain a climate of mutual respect, dignity, diversity, ethical integrity, and trust
- 7.2 Use the knowledge of one’s own role and the roles of other health professionals to appropriately assess and address the health care needs of the patients and populations served
- 7.3 Communicate with other health professionals in a responsive and responsible manner that supports the maintenance of health and the treatment of disease in individual patients and populations

7.4 Participate in different team roles to establish, develop, and continuously enhance interprofessional teams to provide patient- and population-centered care that is safe, timely, efficient, effective, and equitable

H. PERSONAL AND PROFESSIONAL DEVELOPMENT

Demonstrate the qualities required to sustain lifelong personal and professional growth

8.1 Develop the ability to use self-awareness of knowledge, skills, and emotional limitations to engage in appropriate help-seeking behaviors

8.2 Demonstrate healthy coping mechanisms to respond to stress

8.3 Manage conflict between personal and professional responsibilities

8.4 Practice flexibility and maturity in adjusting to change with the capacity to alter one's behavior

8.5 Demonstrate trustworthiness that makes colleagues feel secure when one is responsible for the care of patients

8.6 Provide leadership skills that enhance team functioning, the learning environment, and/or the health care delivery system

8.7 Demonstrate self-confidence that puts patients, families, and members of the health care team at ease

8.8 Recognize that ambiguity is part of clinical health care and respond by utilizing appropriate resources in dealing with uncertainty

III. HEALTH AND SAFETY

A. INFECTIOUS AND ENVIRONMENTAL HAZARDS EXPOSURE

Every student is taught prevention methods consistent with The Occupational Safety and Health Administration (OSHA) and MIOSHA (Michigan) Standards for Healthcare Workers. These protocols are integrated into coursework and workshops throughout the four years of medical education. The focus of prevention training is on universal precautions.

Training addresses:

Hand-washing hygiene.

Required procedures when student has draining lesions or weeping dermatitis.

Design and use of safe needle or needle-less systems.

Personal protective equipment where exposure is possible.

Conditions requiring use of gloves.

Conditions requiring use of fluid-resistant, disposable clothing.

Conditions requiring use of disposable masks, eye and face protection.

Procedures for post-exposure care and treatment.

B. HEALTH AND WELLNESS

1. HEALTH SERVICES

The Graham Health Center (GHC) is an outpatient clinic geared to the needs of OU and OUWB students. Nurse practitioners and physician assistants provide care with consultation from two physicians (not affiliated with OUWB). For prompt service, appointments are highly recommended.

The center provides a complete range of primary health care for the prevention and treatment of illness and injury with a focus on health promotion. The Graham Health Center provides diagnosis and treatment of acute illnesses, minor injuries, chronic disease care, annual physical exams, woman's health services, smoking cessation, HIV/STI screening, cholesterol screening, immunizations, allergy management, on site medications and a full range of lab testing. Over the counter products are for sale without an appointment. Visit the website for further details at www.oakland.edu/ghc.

The Graham Health Center is conveniently located on the northwest corner of the campus. For hours of operation and to schedule an appointment, visit their website at www.oakland.edu/ghc. In order to provide privacy, the GHC is not located in the same building as other medical student resources.

The Graham Health Center accepts most insurances and bills insurance companies directly. Students who purchase health insurance through OUWB are covered for the cost of office visits, laboratory testing and diagnostic tests at the Health Center. As the first point of service, deductibles and co-pays are waived for services although a small co-payment applies to medications. **Except as permitted or required by law, no health records will be shared with OUWB without the written consent of the student.**

Crittenton Hospital (located less than two miles from campus at 1101 W. University Drive), is prepared to treat OUWB students for emergency care at night and on weekends and holidays at Crittenton Hospital's

emergency room or Urgent Care Center, which is located adjacent to Crittenton Hospital Emergency Room. Phone is (248) 652-5000. Crittenton Hospital is not a teaching site of the School of Medicine.

2. PERSONAL COUNSELING

Students' personal well-being is important to us. Any student can meet individually with the Associate Dean for Student Affairs, Assistant Dean for Student Affairs and Career Development, or the student's PRISM Faculty Mentor to discuss personal matters and for a referral to counseling.

Personal counseling is available at OU's Counseling Center (www.oakland.edu/gcc). Licensed psychologists who have no role in the evaluation of students provide services to students and see clients in the Counseling Center to ensure confidentiality for students utilizing the services. The counseling center is within walking distance of the medical school, separated from academic and administrative buildings. The counseling center shares a building with the Graham Health Center; the private entrance and waiting room service both the health center patients and the counseling center clients. For hours of operation and to schedule an appointment, visit the website at www.oakland.edu/gcc. Strict rules of confidentiality are upheld. All counseling records will be kept separate from academic records.

OU's consulting psychiatrist will be available to students on a weekly basis at the counseling center. In addition, the Graham Health Center provides assessment, evaluation and follow-up for psychotropic medications (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

The first six sessions of counseling are free to OU registered students. The counseling center utilizes a short-term therapy model, typically 15 or fewer sessions. If a student is found to be in need of longer term treatment, the student may be referred to community mental health professionals who do not have a role in the academic evaluation or promotion of students. The counseling center provides individual and couples counseling in addition to psychodiagnostic testing for ADHD and learning disabilities.

For after-hours psychiatric emergencies, students will be directed to Crittenton Hospital in Rochester, MI for appropriate care. Providers at Crittenton Hospital are not affiliated with the School of Medicine. Crittenton's emergency services can be reached at 248-652-5000.

In addition to the aforementioned services, students can also access the 24 hour Common Ground Crisis Hotline at 1.800.231.1127 for free and confidential counseling, information and referrals. <http://www.commongroundhelps.org/>

3. INSURANCE

- Health Insurance
OUWB provides students with Priority Health HMO insurance plan. Students can purchase a "buy-up" plan for an additional cost. Insurance coverage can be purchased for a spouse and dependents

at an additional cost. Dental insurance is available for students to purchase. Those students opting out are required to complete the proof of [insurance form](#). For more information on the student health insurance go to: <http://www.oakland.edu/medicine/studenthealthinsurance>.

- Long Term Disability Insurance
Long Term Disability Insurance for OUWB students is provided through Guardian. This insurance is free of charge to all OUWB students.

IV. STUDENT RESOURCES

A. RECREATION CENTER

All OUWB students are members of the Recreation Center on the Campus of OU. The Recreation Center offers state of the art fitness equipment, an indoor track, an Olympic size pool with a spa, group fitness classes, intermural and club sports and locker rooms. Please visit www.oakland.edu/campusrec for more information. Please note: the Recreation Center is typically shut down the last week of August.

B. ACADEMIC ADVISING AND MENTORING

To ensure that every student reaches his/her peak academic performance, the School of Medicine offers an advising system that is made up of three separate but overlapping components: (1) Mentoring Teams led by Physician Faculty Mentors in the PRISM course, (2) faculty members and course directors, and (3) academic assistance offered by the Academic Success Team.

Mentoring Teams / PRISM Program:

The School of Medicine recognizes that the path to becoming a physician is enhanced through guidance and mentoring. The **PRISM** program (**P**romoting **R**eflection and **I**ndividual growth through **S**upport and **M**entoring) provides students with a multi-layered system of support that begins the first day of medical school and continues to graduation with both formal and informal mentoring. Students are paired with a physician mentor and mentoring group for all four years.

Faculty Members and Course Directors:

Students may contact faculty members and course directors for assistance through the on-line enterprise learning environment (currently Moodle), and may request personal meetings during office hours or as arranged by mutual availability. Students are strongly encouraged to seek assistance from faculty members and course directors.

Academic Success Team:

The demanding and difficult coursework of the M1 and M2 years requires that each student identify and use methods and strategies to achieve academic goals while maintaining a work-life balance. Tutoring is

available to students at no charge. Students interested in being tutored are able to sign-up online or contact the Director of Academic Success, [Berkley Browne](#), (248-370-3995).

The Director of Academic Success conducts workshops on effective time management, test-taking skills, note-taking skills and other practical strategies. Students may set up individual meetings with the Director of Academic Success, [Berkley Browne](#), (248-370-3995) as needed.

C. CAREER ADVISING

Career Advising starts the first week of medical school with an introduction to the Careers in Medicine (CiM) program sponsored by the Association of American Medical Colleges (<https://www.aamc.org/students/medstudents/cim/>). During the M1 and M2 years, informal specialty brown-bag lunches highlight specialists from various fields giving students an opportunity to learn and ask questions. Specialty interest groups are also available for students to join. Sessions in the M3 year cover important topics such as choosing a specialty, writing a personal statement and a CV, and planning the M4 year. M4 students are taught how to navigate the residency match.

The Career Corner is located in the Medical Student Lounge and provides various resources for students.

D. FINANCING YOUR EDUCATION

1. FINANCIAL SERVICES

The Financial Services team is the first point of contact for students at OUWB for any questions regarding financial aid or debt management. Located in the Center for Medical Student Services, Financial Services staff are available in person, by telephone at 248-370-3611, online at www.oakland.edu/medicine/financialservices, and via email at medfinservices@oakland.edu.

Financial Services will help students:

- Navigate the financial aid application process
- Learn how to budget and develop healthy spending habits
- Understand what types of loans they are borrowing
- Monitor and manage their loan debt
- Know what to expect when they enter loan repayment

2. FINANCIAL AID

To apply for financial aid, including student loans, students are required to complete the Free Application for Federal Student Aid (FAFSA) online at <http://www.fafsa.ed.gov/>. Students must complete the FAFSA for each year that financial aid is being requested. To learn all of the steps to apply for financial aid for a first time or when submitting a financial aid renewal application, visit Financial Services.

Additionally, the Association of American Medical Colleges (AAMC) has created a very helpful document to walk you through the FAFSA/ financial aid process at AAMC Services First.

After completing the FAFSA, students should check their email regularly for updates. Once activated, students will be able to review their award notification and take necessary action via the SAIL account.

E. STUDENT LIFE

1. HOUSING

OUWB students have the option to live on campus in the Matthews Court Townhomes or off-campus in an apartment or home of their choosing.

The Matthews Court Townhomes are 900 square feet with two bedrooms, one bathroom, a full kitchen and spacious living area. Students who wish to live on campus in the Matthews Court Townhomes will reserve their place and pay their rent through the OU Housing Department. For more information on OU Housing visit [OU Housing](#) or call 248-370-3325.

There are many areas students can live off campus that are in short commuting distances to both OU and Royal Oak Beaumont. Students can opt to rent apartments in Rochester, Rochester Hills, Birmingham, Troy, Bloomfield Hills or Royal Oak. Students can find one, two or three bedroom apartments in the area that are typically below national rental prices.

You can access comprehensive housing information regarding apartment rentals and locations in close proximity to OU or Royal Oak Beaumont through the [Student Affairs website](#). Please note the School of Medicine has no involvement with the apartment/ rental options listed.

2. PARKING

All parking on the campus of OU is free to students, faculty, staff and visitors. Because of this, parking can be very congested – particularly during fall and winter semesters. Students are encouraged to arrive for their classes early so they can locate a spot and have ample time for walking. Refer to the campus map at www.oakland.edu/map for all available parking.

The Royal Oak Beaumont campus also offers free parking to its medical staff, students, and visitors. Free parking can be found in both the south parking lot and west parking deck.

The Troy Beaumont campus offers free parking to its medical staff, students, and visitors as well in the visitor parking deck and the Sterling Heights Campus parking lot.

Detailed information about each location, including directions and maps, can be found at <http://www.beaumont.edu/patients-visitors/>.

3. TRANSPORTATION

Most students, faculty and staff choose to have their own personal vehicle as public transportation is very limited. If using a personal vehicle is not an option, students are encouraged to work with their peers in the OUWB to carpool.

Public transportation is provided through the SMART bus system. Information on routes and times can be found at <https://www.smartbus.org/>. Please note that the SMART bus system is very limited in terms of both routes and times.

4. ID CARDS

All students are required to obtain an OU ID Card as well as a Beaumont ID Card.

You will obtain an OU ID Card during orientation at the ID Card Office in the Oakland Center. The OU ID badge will provide access to the Student Lounge, Recreation Center, printing and copying services. Additionally, if students chose a campus meal plan they will use their ID badge to purchase meals at Vandenberg Cafeteria or in the Pioneer Food Court. Students can also add cash to the ID badge for use at any food, retail or printing location.

Students will receive notice via email from the CMSS that the Beaumont ID Card office is ready to receive medical students for ID card photo and production. Beaumont ID Cards must be worn at all times when at Beaumont and gives access to the hospitals, libraries, and dining areas.

5. LIBRARY

The Medical Library provides the OUWB learning community with the spaces, resources, services and instruction that enable students to achieve the information mastery necessary for excellence in patient care, teaching and research.

The Medical Library is housed within Kresge Library on the campus of OU. Within the library is the Medical Library Study Room, which can accommodate up to 50 students. The space is designed so that students can work collaboratively or independently. Students can access wireless internet, white boards and print copies of their textbooks for all of their study needs. In addition, a number of individual study rooms have been set aside for the School of Medicine. Students have badge access to these rooms.

Kresge Library also boasts a newly renovated Learning Commons equipped with all of the latest technological updates. The Kresge Café is available for students to purchase food and beverages without walking back to the Oakland Center or leaving campus. Kresge Library is open 24/7 and is the school's designated late-hours study space.

The Medical Library's collection is primarily electronic and includes thousands of online journals, books, and databases. For access, visit the Medical Library website at <http://medlib.oakland.edu>.

6. LOCKERS

Medical student lockers are available for students. All students are able to reserve locker space. The Center for Medical Student Services will allocate space and provide combinations locks for each locker. **No personal locks can be used for the locker.** Locker assignments will be given to each student at orientation. For any questions regarding lockers, contact the Center for Medical Student Services Office Assistant by phone at 248-370-2767, or stop in the office at 216 O'Dowd Hall.

7. PRINTING AND PHOTOCOPYING

Printing and photocopying is available throughout campus. The cost of printing and photocopying is currently \$.10 per page. Students can choose to add money to their OU ID Cards to access printing/photocopying privileges in the Oakland Center, Student Technology Center, Kresge Library and a variety of other locations on campus. Money can be added to OU ID Cards at machines in the Oakland Center and Kresge Library or at the ID Card Office in the Oakland Center.

Students will receive 1000 prints from School of Medicine and 25 from OU that will be available on their ID Cards. The 1000 prints from the School of Medicine can be used at the School of Medicine GoPrint printers (one in O'Dowd Hall Student Lounge, one in Kresge Library Medical Student study room). The 25 prints from OU can be redeemed on any on-campus station with a student ID Card.

8. STUDY ROOM USE

There are study rooms available for students in O'Dowd Hall. Study rooms can be accessed with the student's OU ID Cards. Only OUWB students have access to the School of Medicine study spaces. To ensure fair use of the study rooms, the following guidelines have been set:

- Rooms are available on a first-come first-served basis.
- Rooms may only be used for class, formal tutoring, group meeting, or club meeting.
- Rooms must be left clean: garbage tossed, chairs pushed in, whiteboard cleaned.
- Rooms left unoccupied with items unattended will be considered open for use.

F. STUDENT INVOLVEMENT

1. STUDENT ORGANIZATIONS

Student organizations are a great means for personal and professional growth in the medical field. OUWB student organizations may include professional organizations (AMA, AMSA, AMWA and SNMA), specialty interest groups, and social organizations. For information on starting or joining a student organization, visit the [Student Affairs](#) website

Medical Student Government

The Oakland University William Beaumont Medical Student Government (MSG) is the governing body for students in the School of Medicine. MSG is the forum that allows students to express their ideas, opinions and concerns about their education and take an active role in shaping the future of medical education at OUWB. MSG is headed by a President, Vice President, Treasurer and Secretary as elected by their classmates. There will also be representatives from each class (M1 through M4) and committee appointees.

To find out more about getting involved with MSG, visit their [website](#) or contact the Coordinator for Student Activities, [Colleen Arnett](#) (248-370-2593)

G. POLICIES & GUIDELINES

The OUWB student policies and guidelines are available on the [Student Guidelines and Policies Webpage](#). You can also access these policies at oakland.edu/medicine/criticalpolicies under the Students Tab.

H. REPORTING INCIDENTS OF MISTREATMENT, HARASSMENT OR ACTS OF DISCRIMINATION

The School of Medicine, Oakland University and Beaumont Health System are committed to provide safe spaces and to support a comprehensive reporting mechanism for incidents of inappropriate behavior so that we may better understand our campus climate and work continuously to improve it.

A Student who believes they have been the victim of mistreatment, harassment, or an act of discrimination by a faculty member, staff member, or another student can report it [here](#).