

Ohio College of Podiatric Medicine
Independence, Ohio



Academic Catalog
2011-2012





Academic Catalog
2011 - 2012

6000 Rockside Woods Boulevard
Independence, OH 44131

Inside Ohio: 1-800-821-6562
Outside Ohio: 1-800-238-7903
www.ocpm.edu



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As the President of the Ohio College of Podiatric Medicine, I am pleased to present our college catalog. Podiatric Medicine is a dynamic, exciting and growing branch of the healing arts.

As a Doctor of Podiatric Medicine, you will have opportunities for both private and group practice as well as in podiatric medical education. Our clinical education program ensures the highest quality experience to our students and now covers new sites around the city of Cleveland.

The Ohio College of Podiatric Medicine is on the forefront of podiatric medical education. Our teaching faculty have attained a national reputation for excellence which is the hallmark of our college. Our clinical education program ensures the highest quality experience to our students and although it is currently housed in a single site; it now covers new sites around the city of Cleveland. The state-of-the-art teaching facilities are designed to offer the best classroom and laboratory teaching environments and to provide enhanced computer assisted projection and media presentations. Plans are underway to provide courses online for an enhanced distance learning opportunity. Our classroom and conference room facilities are designed to offer the best classroom-teaching environment and to provide enhanced video projection and media presentations. Our Computer Learning Center provides students with interactive computer programs designed to enhance learning. Our computerized medical model will be used for student and resident training in history and physical, and office emergencies courses.

We are a college that is both growing and innovative. We were the first to have a full-time office for graduate placement into residencies and, as a result, we work to place every graduate into an approved residency or preceptorship program.

The Ohio College of Podiatric Medicine is affiliated with area hospitals, the University Hospitals and the Cleveland Clinic Foundation and has many joint rotations available to our students to learn in a series of world-renowned medical facilities.

The Ohio College of Podiatric Medicine has relocated to a new site in Independence, Ohio, a nearby suburb. The new facility is a dynamic and exciting location for all of our classroom and laboratory teaching.

Thomas V. Melillo, D.P.M.

The Profession of Podiatric Medicine

Podiatric Medicine is the branch of medicine which medically and surgically manages care of the lower extremity. The podiatric physician is a health professional who specializes in the examination, prevention, diagnosis and treatment of foot disorders by physical, medical and surgical means. He/She is also trained to detect the signs of general bodily disorders, which may appear first in the lower extremity, such as diabetes or circulatory disorders. When such diagnoses are made, the podiatrist consults with the patient's family doctor concerning continuing treatment.

Most podiatric physicians are in general practice; however, some concentrate on sub-specialties such as orthopedics, surgery, sports medicine, biomechanics, podopediatrics (children), podogeriatrics (elderly) and primary care.

A wide range of opportunities are open to the podiatric medical practitioner today. Many communities are in critical need of the skills, techniques and knowledge that a podiatrist can contribute to the team approach of providing comprehensive health care.

A College History

Founded in 1916, the Ohio College of Podiatric Medicine has graduated over 5,000 students. Passage by the Ohio legislature of the Platt-Ellis Bill in 1916, which provided for the regulation of the medical specialties, inspired C.P. Beach, D.S.C.; M.S. Harmolin, D.S.C.; O. Klotzbach, D.S.C.; L.E. Siemon, M.D.; C. Spatz, D.S.C.; and C.T. McConnell, LL.B. to found

a college for the education of chiropodists. They named the fledgling, nonprofit institution The Ohio College of Chiropody, located in the Republic Building on Euclid Avenue. Dr. Siemon became the first President with Aretas Biddinger, M.D., named as Dean. The Ohio College of Chiropody graduated its first class in 1917, which included six women. A series of moves by the growing institution culminated in 1931 with the construction of its own building in University Circle. By 1976, the College purchased a building to provide updated facilities for quality education, community service and research. In addition, the outpatient treatment center and local satellite clinics operated by the College served as a base of clinical education while providing podiatric care to the community.

In mid-2004, the College began to research options on a relocation or renovation plan. The exceptional facility made available on Rockside Road in Independence, OH in early 2006 was ideal in both location and specifications.

The relocation to that site was completed in July, 2007 to an impressive 115,000 square foot Georgian building including a brand new 7,000 square foot, 300-seat lecture hall addition, high-tech labs and library facilities, newly created computer learning and media centers, an upgraded school cafeteria, and renovated student and office spaces.

The College's fine facilities and location, dedicated faculty, and highly motivated students combine to make the Ohio College of Podiatric Medicine a highly respected leader in one of today's fastest growing professions, podiatric medicine.

Vision Statement

The Ohio College of Podiatric Medicine will be the premier college of podiatric medicine and will produce highly competitive doctors of podiatric medicine.

College Mission

The mission of the Ohio College of Podiatric Medicine is to educate students to be highly competent doctors of podiatric medicine who excel in residency training.

Institutional Goals

1. Provide a quality, comprehensive educational program by which students will acquire the knowledge, skills, judgment and ethical values necessary to deliver quality podiatric medical and surgical care to meet the health care needs of the public.
2. Provide a positive, functional, and diverse learning environment.
3. Ensure financial stability and perpetuation of the college.
4. Design and implement an enrollment program that effectively meets student needs while documenting results to ensure future success.
5. Develop expanded organizational opportunities through other related entities.
6. Engage in research projects.
7. Create and develop an institutional advancement plan that furthers the aims of the college through marketing, communications and alumni.

The mission provides for the education of students and practitioners; community service is provided in the form of patient care delivered in the clinics; research and scholarly activity are actively encouraged.

The College continually strives to improve its educational program, patient care, and research activities in order to remain on the forefront of podiatric medical education.

The College offers qualified students a curriculum designed to develop basic competency and proficiency in the practice of podiatric medicine. It includes elements of both the basic and clinical sciences and a clinical service component, which assures intensive and continuous patient contact during the 3rd and 4th years. Students are provided clinical experiences through accessibility to the Cleveland Foot and Ankle Institutes at Cleveland Clinic at Huron Hospital, Midtown Cleveland in the environs of the city, and Independence, Ohio. Students are exposed to curricular material, which stresses their dual role as health care providers and members of the health care team. The curriculum also reinforces the importance of preventive care in podiatric medicine. Primary prevention is especially stressed in active foot health screening programs carried out in a variety of community settings in the Greater Cleveland and Independence, OH areas.

Accreditation

The Ohio College of Podiatric Medicine is a single purpose, private, nonprofit institution governed by a Board of Trustees. It is organized in conformity with the laws, rules and regulations of the State of Ohio. The authority to confer the degree Doctor of Podiatric Medicine is granted to the College by the Ohio Board of Regents.

Ohio College of Podiatric Medicine is accredited by two major accrediting bodies:

- The Higher Learning Commission
30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440
- Council on Podiatric Medical Education (CPME) of the American Podiatric Medical Association (APMA)
9312 Old Georgetown Road
Bethesda, MD 20814-1621
1-800-275-2762

The United States Department of Education recognizes the Ohio College of Podiatric Medicine as an institution of higher education. The Department of Veterans Affairs accepts the approval of the Ohio State Department of Education for the Ohio College of Podiatric Medicine to train veterans.

OCPM and its staff members are also affiliated with the following organizations:

- American Association for Higher Education and Accreditation
- American Association of Colleges of Podiatric Medicine
- American Association of Collegiate Registrars and Admissions Officers

- American Council on Education
- American Podiatric Medical Association
- American Public Health Association
- Association of Independent Colleges and Universities of Ohio
- National Association of Student Personnel Administrators
- National Association of Advisors for the Health Professions
- National Association of College Admission Counselors
- National Association of College and University Business Officers
- National Association of Student Financial Aid Officers
- Ohio Association of College Admission Counselors
- Ohio Association of Student Financial Aid Officers
- Ohio Podiatric Medical Association
- Ohio Public Health Association
- Ohio Association of Collegiate Registrars and Admissions Officers

The College currently utilizes the following affiliated hospitals as part of its educational program: The Cleveland Clinic Foundation, University Hospitals of Cleveland, South Pointe Hospital, MetroHealth Medical Center, St. Vincent Charity Hospital, Cincinnati Jewish Hospital, Cleveland VA Medical Center, and UHHS – Richmond Heights Medical Center. In addition, OCPM students have the potential to receive clerkship training from 165+ hospitals and more than 300 private practitioners nationwide.

College Facilities

The Ohio College of Podiatric Medicine is newly situated 10 miles south of Cleveland in Independence, Ohio on an attractive 28 acre campus. The new college building offers a state-of-the-art educational and learning facility for its students, alumni, faculty, staff, and podiatric community.

The Cleveland Foot and Ankle Institute is an on-site podiatric medical facility dedicated to serving the residents of East Cleveland and surrounding areas. In the program, patients with diabetes are educated about the disease and play an active role in managing it by making lifestyle changes, and monitoring their blood-sugar level. OCPM is proud to offer student doctors affiliation with this health facility.

The Cleveland Foot and Ankle Institute, on Euclid, close to the heart of downtown Cleveland is a major resource for the community by allowing physicians to refer patients to a clinic specializing in the diagnosis and treatment of the foot and ankle.

The Cleveland Foot and Ankle Institute has been diagnosing and treating the foot and ankle problems of Greater Clevelanders for more than 70 years.

Students also receive training at clinics throughout the Cleveland area, including the Care Alliance and Northeastern Ohio Neighborhood Health Clinics.

Location

The Ohio College of Podiatric Medicine was founded in 1916 in Ohio.

Northeast Ohio has been referenced as the quiet giant of industry, culture and medical sciences. The city was founded over 200 years ago when veterans of the American Revolution and their families left war-desolated homes in Connecticut and founded the state's Western Reserve. Since those early days, the area grew to be home of more than two million people, including more than 60 ethnic groups, who each provide a unique contribution to the area culture.

Many companies are headquartered in the promising environs of Independence, Ohio including St. Paul's Travelers Insurance, CSA International, the Fideli Group, Linde Gas, and the Cleveland Cavaliers' Practice and Training Facility.

The Ohio College of Podiatric Medicine has newly expanded its facilities there, bringing scientific advancement and professional education to the area. The College is conveniently located at the routes I-480/I-77 interchange, and draws from all of the area's resources for the enrichment of its students.

The College continues to maintain professional relationships with the Cleveland Clinic Foundation, Case Western Reserve University, University Hospitals, and the Department of Veterans Affairs Hospitals, drawing from all these resources for the enrichment of its students and community.

Board of Trustees

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Faculty Senate Chair

Student Representative

Amy Micelli
OPMSA President

Requirements

The Ohio College of Podiatric Medicine admits applicants who demonstrate characteristics associated with the successful completion of a professional degree program. The attributes include: proven academic abilities demonstrated by the completion of courses normally associated with a general education core curriculum, commitment to the profession and its advancement, and demonstrated moral and professional character.

In addition to the intellectual standards, which have been established for admission, students are expected to possess superior personal qualifications. The Admission program places great emphasis on the appraisal of the character, personality and general background of the applicant through the campus visit program.

Minimum requirements for admission to OCPM are 90 semester hours or 135 quarter hours of accredited undergraduate studies. The most satisfactory preparation for undertaking the study of podiatric medicine is the completion of the baccalaureate degree at the time of entrance.

Each applicant's pre-professional, accredited college credits should include the following courses:

- **English:**
6 semester/9 quarter hours
- **General Biology/Zoology:**
8 semester/12 quarter hours
- **General/Inorganic Chemistry:**
8 semester/12 quarter hours
- **Organic Chemistry:**
8 semester/12 quarter hours
- **Physics:**
8 semester/12 quarter hours

All science prerequisites should include laboratory work where applicable. In addition to the specific course requirements listed above, students who are admitted without a baccalaureate degree from an accredited undergraduate institution are expected to have successfully completed the general/liberal education core requirements of their undergraduate institution.

Applicants must submit test scores from the Medical College Admission Test (MCAT) prior to enrollment. Other professional tests may be considered by the college on an individual basis at the discretion of the administration.

Only scores from tests taken within three (3) years of matriculation will be considered. Registration materials and information about the MCAT may be obtained from the Office of Student Affairs at the College or directly from:

■ **MCAT Program Office**

P.O. Box 4056

Iowa City, IA 52243

319-337-1357

Email: mcats@aamc.org

Web Page:

<http://www.aamc.org/students/mcat>

Applicants should furnish at least one (1) academic letter of recommendation or a composite letter from a pre-medical advisory committee, and a letter from a practicing Doctor of Podiatric Medicine.

Essential Requirements for Student Education at the Ohio College of Podiatric Medicine

OCPM is committed to the admission and advancement of all qualified students. College policy prohibits discrimination against anyone solely on the basis of race, color, national origin, religion, age, handicap or disability. The Faculty, Administration and Board of Trustees have adopted the following essential requirements to be met by all students for advancement and graduation. The essential requirements for obtaining the degree of Doctor of Podiatric Medicine reflect the college's highest commitment to the safety of its students and patients and recognition of the essential functions of the profession of Podiatric Medicine.

Essential requirements for completing the OCPM degree of Doctor of Podiatric Medicine are requirements or functions that are essential to the program of instruction, or directly related to the licensing requirements; and directly related to those physical abilities, mental abilities, skills, attitudes and behaviors that students must evidence, demonstrate or perform at each stage of education.

Each student is expected to undertake the full curriculum and to achieve every level of competence required by the Faculty and the academic policies and procedures of the college. Each student must be able to achieve these essential requirements unaided or with reasonable accommodation, and in a reasonable amount of time.

1. Visual Observation and Integration.

Candidates and students must have sufficient vision to observe demonstrations, video materials, slides through a microscope and computer screens. They must acquire information from written documents, radiographs, photographs, charts and diagrams. They must be able to observe a patient accurately close at hand and at a distance to assess asymmetry, range of motion and tissue/texture changes.

2. Communication.

Candidates and students must be able to communicate, using the English language, in typically oral and typically written settings, and in settings where time span is limited. This includes communication with patients, their families and other members of the health care team. Candidates and students must be able to accurately elicit information and describe a patient's condition to the patient and to others in the diagnosis and treatment process.

3. Other Sensory Capacities.

Students must have sufficient auditory sense to take an oral history, do stethoscopy and communicate while wearing a surgical mask. Students must also have sufficient somatosensory capacity to palpate pulses, use a tuning fork and assess skin temperature.

4. Motor Functions.

Candidates and students must have sufficient motor function reasonably required to undertake classes, laboratories and demonstrations, to provide general patient care as well as emergency treatment to patients. This includes cadaver dissection, microscopy, aseptic technique and safe handling of microbiological specimens. Also included is the motor capacity for chart and prescription writing, palpation, percussion, auscultation and other diagnostic maneuvers. Examples of common daily treatments include, but are not limited to, palliative care of foot and ankle problems, injections, orthotic impressions, taking and processing of pedal radiographs, and performance of soft tissue and osseous tissue surgical procedures. Examples of emergency treatments include CPR, administration of intravenous medications, the opening of obstructed airways, and hemostasis techniques. It is imperative that emergency care be given promptly. Both general care and emergency care require the combination of gross as well as fine muscular movements, and sufficient upper body strength and mobility.

5. Intellectual, Conceptual, Quantitative and Integrative Abilities.

Students must assimilate a large number of biomedical facts and principles and use them in diagnosing and treating patients. These abilities include quantitative and qualitative measurement, calculation, inductive and deductive reasoning, analysis of patient data, and synthetic problem solving skills for the diagnosis and treatment of patients. Students must be able to perform the above in a reasonable amount of time.

6. Behavioral and Social Attributes.

Candidates and students must possess the emotional health, stability and maturity required for full utilization of their intellectual abilities, the exercise of good judgment, timely and appropriate completion of all responsibilities associated with the diagnosis and treatment of patients. Students must demonstrate mature, sensitive and effective relations with patients and other health care professionals. In addition, students must tolerate taxing workloads, adapt to changing conditions and environments, and be flexible in dealing with varying personalities and the uncertainties inherent in patients' problems. Compassion, integrity, concern for others, interpersonal skills and motivation are all necessary qualities for the study and practice of Podiatric Medicine, as well as adherence to the ethical standards of the profession.

7. Involvement in Invasive and Exposure-prone Procedures.

Candidates and students must be qualified to be personally and actively involved in invasive and exposure-prone procedures without being a danger to patients, other health care professionals or fellow students. They must demonstrate adherence to the universal precautions as defined by the Center for Disease Control.

As part of the essential requirements to matriculate at the college, the following statement shall apply:

If you are HIV seropositive, you may be restricted by the State Medical Board of Ohio from performing procedures required for graduation.

If you are HBV positive and do not demonstrate non-infectivity, you may be restricted by the State Medical Board of Ohio from performing procedures required for graduation.

Any questions regarding these requirements should be directed to the Vice President and Dean of Academic Affairs.

Application Procedures

Students interested in podiatric medicine can now begin their application at <http://portal.aacpmas.org> or from the American Association of Colleges of Podiatric Medicine's homepage www.aacpm.org.

Several enhancements have been implemented for the application cycle, including:

- AACPMAS now requires applicants to list their entire academic record within the application. This is a change from prior reporting solely of required coursework.
- AACPMAS now requires applicants to send just one set of transcripts to the application service rather than sending transcripts to each of their designated schools and colleges of podiatric medicine. Students should not wait to complete their application online before forwarding transcripts to AACPMAS. ***Official processing of the application cannot begin until all transcripts have been received.*** Students should send all transcripts to:
AACPMAS
PO Box 9200
Watertown, MA 02471
- AACPMAS now has expanded sections for describing an applicant's podiatric shadowing, health care, employment and extracurricular experiences.
- AACPMAS now requires that applicants provide their 8-digit MCAT/AAMC number that was assigned to them when they registered for their MCAT exam. AACPMAS must have this number in order to accurately match their MCAT scores to their AACPMAS application.
- AACPMAS will begin collecting data about race/ethnicity in compliance with U.S. Department of Education standards.
- A chart outlining which colleges accept electronic letters can be found within the application FAQs at www.aacpm.org. **OCPM requires hard copies of original letters be submitted directly to the Admissions Office at OCPM. OCPM will also accept hard copies of letters from electronic services.**

Binary Degree Program

OCPM cooperates in an accelerated binary degree program with selected accredited colleges. This program permits qualified undergraduate students at participating institutions to enter OCPM after the completion of three (3) years of college study. Entrance to the program is predicated on proven academic abilities including the completion of courses normally associated with a general education core curriculum, commitment to the profession and its advancement, and demonstrated moral and professional character. In addition to the intellectual standards, which have been established for admission, students are expected to possess superior personal qualifications.

Upon successful completion of the first and/or 2nd years at OCPM, students in the binary programs will receive the B.S. or B.A. degree from their undergraduate institution. The Doctor of Podiatric Medicine degree will be awarded following the successful completion of the remaining two or three years of the curriculum at OCPM.

The following is a partial listing of the cooperating undergraduate institutions:

- Universidad Interamericana de Puerto Rico – San Juan, PR
- Lorain County Community College – Lorain, OH
- Cuyahoga Community College – Greater Cleveland Area, OH
- Cleveland State University – Cleveland, OH
- Juniata College – Juniata, PA
- University of Pennsylvania at Millersville – Millersville, PA
- Gannon University - Erie, PA
- Viterbo University – La Crosse, WI
- Mercyhurst College – Erie, PA
- Lewis University- Romeoville, IL
- Marshall University-Huntington, WV
- Ursuline College- Pepper Pike, OH

For further information, contact your undergraduate pre-medical advisor.

Extended Curriculum Program

A five-year curriculum, which spreads the first two years of the curriculum over three years, is available to a limited number of students, designated by the Office of Admission. The program is designed to assist individuals who possess the desire and motivation to complete a medical curriculum, but who, because of special academic and personal needs, require additional time and assistance to complete the transition from undergraduate studies to professional medical education.

Students accepted and enrolled in this program participate in a reduced tuition plan for the first two years of the program. All other fees are at the full rate. Students enrolled in this program are considered full time. Additional information regarding the extended curriculum program may be obtained from the Office of Admission.

OCPM Community College Articulation Program

OCPM cooperates in accelerated associate/doctoral degree programs with Cuyahoga Community College (Tri-C) in Cleveland, Lorain Community College in Lorain and Lakeland Community College in Kirtland, Ohio. These programs permit qualified community college students to enter OCPM following the completion of three years of specified college study. Entrance to the program is predicated upon proven academic abilities, including the completion of a general education core and pre-professional science curriculum at the community college, commitment to the profession

and its advancement, and demonstrated moral and professional character. In addition to the intellectual standards, which have been established for admission, students are expected to possess superior personal qualifications.

Students accepted into the OCPM doctoral program through cooperating community colleges will be granted an Associate of Science degree from the institution from which they enrolled. The Doctor of Podiatric Medicine degree will be awarded following the completion of the four-year curriculum at OCPM.

For information about this program, contact the Office of Admissions.

Transfer Admission and Advance Standing

Students who have had successful attendance at another college of podiatric medicine or an accredited United States medical school, and are in good academic and personal standing, may apply to the Ohio College of Podiatric Medicine for transfer and/or advance standing. Decisions regarding transfer admission status are at the discretion of the Vice President and Dean of Academic Affairs and the Dean of Student Affairs.

Students may be granted advance standing upon the recommendation of the Vice President and Dean of Academic Affairs. This recommendation may designate additional verification of proficiency.

Applicants for transfer admission and advance status must meet the initial admission criteria as outlined in the requirements section and follow the procedures outlined below.

- Complete a request for transfer admission or advance standing, along with appropriate application fee, as necessary.
- Submit a statement outlining the reasons for requesting transfer and/or advance standing along with the application.
- Provide an official transcript of academic performance from all undergraduate, graduate and professional programs of study.
- Provide a letter of status from the Academic Dean at the college currently attending or last college attended.
- Provide letters of evaluation from two (2) professional school faculty members.
- Upon notification of eligibility, schedule and complete an official campus visit at the Ohio College of Podiatric Medicine.

Readmission

Students seeking readmission to the college must contact the Dean of Student Affairs for current procedures. Students who have been officially dismissed from the college for academic reasons are not eligible for readmission consideration until one year from the date of dismissal. A student who is officially dismissed from the college for any other reason is not eligible for readmission consideration at any time.

Any student who has been officially dismissed two times from the College is ineligible for readmission consideration at any time.

Pre-Professional Internships

The Ohio College of Podiatric Medicine offers internships to superior undergraduate students seeking an opportunity to gain practical experience in podiatric medicine. The program is designed to provide insight into the education and scope of practice involved with podiatric medicine. Interns rotate through the departments of General and Podiatric Medicine, Orthopedics, and Podiatric Surgery during the one-week program. Internships are available during January, June and July.

Internships are offered to students with at least sophomore standing in their undergraduate studies. In addition, each prospective intern must supply the following to be considered for the program:

- Application for Pre-Professional Internship.
- Statement of interest in podiatric medicine and reason for seeking the internship.
- Updated transcript from current undergraduate institution.
- Letter of recommendation from pre-medical advisor or instructor.

Additional information and applications are available by contacting the Office of Admission at the college address or via the college website.

Ethical Standards

The Ohio College of Podiatric Medicine adheres to the Statement of Ethical Practice of the American Association of Colleges of Podiatric Medicine Student Affairs Officers, which relates to the treatment and rights of students in recruitment and admission practices. The college also endorses the Ethical Guidelines for the Health Professions School Admissions Process of the National Association of Advisors to the Health Professions. Both policies outline the responsibilities of all parties in the admission process.

The Ohio College of Podiatric Medicine is in compliance with the federal financial assistance *Code of Conduct*. Our offices neither give nor accept gifts from lenders or lending companies, or accept revenue from such agencies which could be viewed as a conflict or inducement to daily operations.

Tuition and Fees*

The tuition and fee schedule for the 2011-2012 academic year is as follows:

Tuition and Fees

Tuition, all classes (1)	\$31,000
Graduation Fee (fourth year)	\$250
Registration Fee (first year)	\$75
Lab Fee (2) (first year)	\$325
Student Activity Fee (3)	\$175
Food Fee (4) (first year)	\$900
Hepatitis Vaccine (first year)	\$200
Health Service Fee (5)	\$396
Medical Plan Fee (for students without personal coverage)	\$1,480
National Board Fee (second and fourth year)	\$900
Parking Fee (6) (first year)	\$440

- (1) Students in years 1 and 2 of the five-year program pay 2/3 of tuition. \$20,666
- (2) Lab Fee for 2/5 is \$250, 1/5 is \$175, 2 and 3/5 is \$100, 3 and 4/5 is \$40
- (3) Student Activity Fee is collected as a part of Tuition and is then distributed in full to OPMSA for their activities.
- (4) Food Fee for 3 and 4/5 is \$644. For 4 and 5/5 Fee is \$412.
- (5) The mandatory campus Health Service Fee cannot be waived regardless of other coverage the student may carry. See section on CWRU Health Service Program.
- (6) Parking Fee for 3 and 4/5 is \$330. For 4 and 5/5 Fee is \$220.

Payment Due Dates for Fall Semester:

Payment due August 1st for First Year and Second Year Students.

Payment due May 23rd for Third Year and Fourth Year Students.

Payment Due Dates for Spring Semester:

Payment due January 3rd for First Year and Second Year Students.

Payment due October 17th for Third and Fourth Year Students.

Tuition and fees are considered past due if not paid-in-full thirty days from payment due date. Past due balances shall be assessed late fees.

Students with payments of 62-days delinquent may be subject to dismissal by the Administration.

Payment may be made by personal check, certified check or money order payable to the Ohio College of Podiatric Medicine.

Payment of tuition and fees is the responsibility of the student. If a parent or other person will be making payment, it is the student's responsibility to notify that person of the amount due and the due date.

Monthly Payment Option

A monthly payment service is available, allowing students who wish to pay all or part of their balance with personal funds, the option of monthly payments instead of a lump-sum payment due at the beginning of each semester. Please contact the Bursar Office for additional

* All costs associated with tuition and fees are subject to approval by the OCPM Board of Trustees. Tuition and fees are determined by the Board of Trustees and are subject to change at the discretion of the Board.

plan information. As a courtesy, the college does not charge late fees on the amount covered by the payment plan. If the student fails to make prompt payments to the payment service, late fees will be added for the missed payments. If the student enrolls in the payment plan after the date tuition is due, late fees will be posted to the student's account.

Entrance Deposit

Applicants who are offered acceptance to the college are required to pay a \$1,000.00 nonrefundable entrance deposit, which will be applied in full toward tuition at the time of matriculation. Any deposited student who wishes to defer their matriculation and nonrefundable entrance deposit to the following academic year must submit their request in writing to the Dean of Student Affairs. Such a deferral may be approved for the next academic year only.

Financial Aid

The Office of Financial Aid provides information on a variety of programs that are available to students wishing to obtain funding for their podiatric medical education. The financial aid staff offers students counseling and guidance throughout the application process. Every effort is made to assist each eligible student to secure the required financial assistance from the most suitable resources.

The following programs are currently available to students attending the Ohio College of Podiatric Medicine:

- External & Internal Academic and Need-Based Scholarships
- Federal Perkins Loan Program

- Federal Stafford Loan Program
- Federal Work Study Program
- Alternative Loan Program
- Federal DirectPLUS Loan Program
- Scholarships for Disadvantaged Students

The general deadline for submitting applications for financial aid varies according to the start date of the academic term.

Deadlines for scholarship applications will be publicized as applicable. Inquiries pertaining to eligibility criteria for scholarship, loan, or work programs should be directed to the Financial Aid Office.

All federal financial aid programs are subject to revision or revocation by official mandate.

Tuition Refund Policy

The Higher Education Reconciliation Amendment of 2005 contains a requirement for a "fair and equitable" refund policy. This policy is subject to change based on changes in Federal regulations. The policy is as follows:

Students with financial aid

Tuition will be refunded, on a pro rata basis, to students receiving federal aid based on the period of enrollment, up to the 60% point in time.

The period of enrollment which is refundable is determined by dividing the total number of days the student has been charged into the number of day remaining in that period as of the last recorded day of attendance.

Pro rata refund means a refund of that portion of tuition, fees and other charges equal to the portion of the period of enrollment that remains on the withdrawal date rounded downward to the nearest 10% (up to the 60% point in time).

Refund Distribution

Calculated refunds will be distributed in the following order (as prescribed by law and regulation):

- 1) Unsubsidized Loan
- 2) Subsidized Loan
- 3) Perkins Loan
- 4) Graduate PLUS Loan
- 5) Other Federal sources of aid
- 6) Other state, private, or institutional aid
- 7) The student

Students with no financial aid

Tuition will be refunded up to 50% of the enrollment period on a declining scale as follows:

- 100% if written notice is received one week prior to the first day of class for the period of enrollment for which the student was charged.
- 90% if the student submits written notice of cancellation by the end of the first 10% (in time) of the period of enrollment for which the student was charged.
- 50% if the student submits written notice of cancellation between the end of the first 10% (in time) and the end of the first 25% (in time) of the period of enrollment for which the student was charged.
- 25% if the student submits written notice of cancellation between the end of the first 25% (in time) and the end of the first 50% (in time) of the period of enrollment for which the student was charged.

Nonrefundable Fees

The following fees are nonrefundable:

- Health Service & Medical Plan Fees
- Student Activity Fees
- Registration Fees
- Graduation Fees
- Lab Fees

Withdrawal Dates

A student's withdrawal date is the earlier of:

- 1) The date the student notifies the Dean of Academic Affairs of withdrawal.
- 2) If the student drops out without notification to the college, the last recorded date of class attendance, as documented by the college, will be used.

Enrollment Period

First Semester

Starts August 1st for First and Second Year Students

Starts May 23rd for Third and Fourth Year Students

Second Semester

Starts January 3rd for First and Second Year Students

Starts October 17th for Third and Fourth Year Students

Enrollment is based on five days a week: Monday through Friday

Withdrawal Procedures

Withdrawal forms are available from the Office of Academic Affairs. The student who wishes to withdraw must meet with the Vice President and Dean of Academic Affairs, as well as obtain approvals from the appropriate departments. The withdrawal procedures are described in detail in the Student Handbook.

Counseling and Advising

Students may seek personal counseling through Case Western Reserve University Counseling Services as a part of the college's Health Service Program. Assistance with concerns regarding any aspect of student life is also available through the Office of Student Affairs.

Case Western Reserve University Health Service Program

All students participate in the University Health Service through Case Western Reserve University. This service, located at 2145 Adelbert Road, provides treatment on an appointment basis for a variety of primary care needs. The Health Services staff comes from a variety of disciplines; appointments can be scheduled with physicians, nurses, and nurse practitioners. In addition, a nutritionist is in house one day a week to consult with students on an appointment basis.

These providers staff the General Medical Clinic (ambulatory care services) and the various specialty clinics: the Women's Health Clinic, the Allergy Clinic, the Nutrition

Clinic, and the Travel Clinic. Skin problems and male health concerns are addressed within the General Medical Clinic.

The Health Service provides comprehensive diagnostic, therapeutic, and educational resources for all students.

Appointments are available on weekdays from 8:30 a.m. to 4:30 p.m. (Thursday 9:30 a.m. to 4:30 p.m.) by calling 216-368-4539. 24-hour service for emergency assistance is available by calling 216-368-2450 for those problems that cannot wait until regular clinic hours.

All services and records are confidential. Only the student and professional staff of the Health Service have access to the medical records. A brochure describing the Student Health Service is available in the Office of Student Affairs.

Medical Plan Option

This insurance plan is a supplement to what is offered within the Health Service. Within certain stated limits, the insurance program covers the cost of miscellaneous outpatient services, inpatient hospitalization, etc. The insurance company will make payment for such services up to the limits provided by the plan. The student is responsible for initiating claims. A brochure describing the Accident and Sickness Medical Plan is available in the Office of Student Affairs.

Vaccination Policy for Entering Students of the Ohio College of Podiatric Medicine

All students entering the Ohio College of Podiatric Medicine shall have proof of vaccination and/or titers to

confirm immunity for the following diseases:

Varicella	Vaccination or Titer
2 doses of Titer	Vaccination and
Measles, Mumps and Rubella or positive titers	
Tetanus	Immunization within last 10 years

All students **must** be vaccinated against Hepatitis B. The cost is automatically billed with the first semester's tuition and fees.

Students may choose to be vaccinated against Hepatitis B prior to matriculating at OCPM. A titer must accompany the proof of vaccination or must be drawn after starting classes in order to receive a full or partial refund. Proof should be forwarded to the Secretarial Support Services to be processed and to the University Health Service.

Those students who have not been vaccinated will receive the vaccination beginning in Year I. A titer is included in the cost of the vaccination and will be drawn two months after the 3rd vaccine.

Tuberculin testing will be done annually at no additional cost to the student.

Medical Requirements Policy for Students of the Ohio College of Podiatric Medicine

Incoming students:

All incoming students must provide a written statement from a certified health care provider indicating satisfactory health and documentation of the following immunizations prior to matriculation:

- Measles, Mumps, Rubella (MMR) – student must have vaccination and positive titer for Rubella
- Polio – student must have vaccination
- Varicella – student must have documentation of illness or vaccination and a positive titer
- Hepatitis B – student must have vaccination and positive titer
 - If a student has had the complete series of 3 shots done elsewhere prior to their matriculation at OCPM, they must provide proof of the vaccination along with a positive titer. Otherwise, the student must receive the Hepatitis B vaccination and have a positive titer drawn on campus during their first year.
- Tetanus (Tdap/Td) – student must have current vaccination
- Tuberculosis (TB) – student must provide documentation of a negative TB skin test
 - The TB test is provided on campus annually.

Immunization records should be submitted to the Chair of the Department of General Medicine and/or the Coordinator of the Secretarial Services Office. The records can be mailed, faxed, or e-mailed to:

Ohio College of Podiatric Medicine
 ATTN: Dr. Edweana Robinson/
 Barbara Strong
 6000 Rockside Woods Blvd. N.
 Independence, OH 44131
 FAX: 1-216-447-1319
 E-MAIL: erobinson@ocpm.edu or
 bstrong@ocpm.edu

Current students:

All current students must provide updated vaccination records as needed throughout their time at OCPM. Records of updated immunizations should be submitted to the Chair of the Department of General Medicine and/or the Coordinator of the Secretarial Services Office (please see contact information above).

- Tetanus shots have a 10-year effective window. Students with tetanus shots that expire while during their tenure at OCPM must update them.
- The TB test has a 1-year effective window. Students must submit to a TB test annually

Fees

All OCPM students are required to pay a mandatory fee, which covers care at the Case Western Reserve University Health Service, including on-campus counseling for the fall and spring semesters. Summer months are not covered and use of the University Health Service will require payment of a one-time fee. Students without personal health insurance must purchase the "Accident and Sickness" portion of the health fee as well.

Waivers

Students who hold personal health insurance coverage through some other plan may file a waiver of insurance by filling out a waiver form online by the deadline. There will be

an open enrollment period at the beginning of the fall and spring semesters to waive or add major medical insurance coverage. Once submitted, waivers are irrevocable for the term. Please note that many commercial insurance policies do not cover a student after a certain age. A brochure is available for an explanation of fees and waivers.

Dependent Coverage

Dependents (spouses and children) of full-time students are not eligible for care at the Case Western Reserve University Health Service. Elective health insurance coverage for dependents is available. A brochure explaining this coverage, as well as the cost, is available in the Office of Student Affairs.

Student ID Cards

The Properties Office, located on the 3rd level, furnishes each student with a permanent photo identification card. The primary purpose of the card is identification within the confines of the campus. **STUDENTS ARE REQUIRED TO WEAR THE ID CARD AT ALL TIMES WHILE ON CAMPUS AS PART OF THE SECURITY AND SAFETY SYSTEM.** In addition, this card will identify individuals entitled to access at campus or remote facilities, and to obtain discounts at various retail outlets. Although there will be no additional cost to replace a defective ID card, a fee of \$25 will be charged to replace all other ID cards.

Housing

Housing information may be obtained through the Office of Student Affairs. The office maintains listings of apartments and homes and works closely with a number of housing services. In addition, the office sponsors at least one housing fair during the summer to assist those students looking for housing and/or roommates.

International Students

Recent federal legislation has increased screening of student visas by the Student & Exchange Visitor Information System (SEVIS). Students most affected by these modifications will include, but are not limited to, nationals of Canada, Cuba, Iran, Iraq, Libya, Mexico, North Korea, Sudan and Syria.

Students requiring assistance with immigration status or forms should contact the Dean of Student Affairs.

Mailboxes

Effective 2011-2012 Campus Mailboxes will not be utilized. Students are responsible for checking their email accounts for official notification. Current mailing addresses must be maintained with the Registrar.

Dining Facilities and Game Room

The dining facilities are located on the lower level. Hours of operation are Monday through Friday from 7:00 a.m. to 1:30 p.m. during the school year. In addition, vending machines are located in the cafeteria.

As a policy, no food, beverages or snacks are permitted in the lecture halls (except in OCPM approved, spill-proof containers), library, computer center or labs at any time.

Microwave ovens, coffee pots, hot plates and personal heaters are prohibited in all areas of the facility.

Fitness Center and Showers

The fitness center is located on the lower level and is open at designated hours.

Men's and women's showers are available in specific locker room areas. These lockers are to be used only while participating at the Fitness Center. Any items left in lockers overnight will be removed and locks will be cut off.

Student Lockers

Personal lockers for students are available in the lower level, according to class year. Locker access information must be on file with Student Affairs.

Parking

Parking is available to students for a fee. Students who wish to park on campus must complete a "Parking Registration" form, obtain a parking sticker, and pay the prevailing parking fee. Only one sticker will be issued to a student. Students, at their option and discretion, may purchase a plastic placard from the Physical Plant Office for \$5. This card allows parking sticker use on all cars listed

on the Parking Registration Form. Loss of this card/sticker will result in a \$75 Parking Registration Replacement Fee. In the event of a vehicle sale or lease turn in, the \$75 parking registration fee will apply, unless the issued parking sticker is turned in to the Physical Plant Office. Parking stickers are to be placed in the lower driver's side corner of the front window.

Parking Rules and Regulations

Any faculty, staff or student at OCPM who parks on college property consents to the enforcement of parking fines and charges through payroll deduction and student accounts, withholding of grades and transcripts, or such other measures as the institution prescribes.

Except for those students with a physical handicap, either temporary or permanent, no student parking is permitted in the faculty/staff lot or in the main circle around the flag pole.

All permit holders must display a current sticker or decal, which can be clearly viewed from the front of the vehicle. Parking stickers are to be placed in the lower driver's side front window.

Unless otherwise directed by the parking monitor, all vehicles must be parked in marked parking spaces. No vehicle shall be parked to extend beyond one space. Except for flat tires, jump-starts, and similar unavoidable problems, vehicle maintenance/repairs are not permitted in the parking areas. OCPM parking is not intended for overnight or extended term parking. If a car, for some reason, must remain in the lot for a night, students must request permission, in writing, from the Physical Plant Office, 3 days in

advance, stating the reason why the car will be left in the lot overnight.

The college shall exercise due care in operating the parking areas, but assumes no responsibility for the loss, theft, or damage to parked, towed, or stored vehicles. See the Physical Plant staff on the 3rd level for student parking decals and other needs.

In the rare event that a temporary or rental car is driven to and parked on campus, it is the student's daily responsibility to leave information about the car (make, model, color and license plate number) at the front desk to avoid a parking violation.

Parking Waivers and Carpool Waivers

Anyone applying for a parking or carpool waiver must do so within 2 weeks of the start of the semester to receive the tuition credit.

Waivers must be submitted every semester.

Carpool waivers must be submitted in person to the Physical Plant Office with the parking stickers of everyone listed as a passenger.

Please remember that this waiver is only available to students who surrender their parking sticker and never park on campus. Anyone who waives parking and is found to be parking on campus will be charged the parking fee in full in addition to the associated parking violations.

Violations and Fines

1st ticket: \$15.00 fine
2nd ticket: \$30.00 fine
3rd ticket: \$65.00 and Wheel lock
4th ticket: Tow

Persons negligently or intentionally

damaging gates, fences, signs, lawns, landscaping or other property shall pay all costs of restoration or replacement.

Replacement of ID card, for whatever reason, will cost \$25, payable to the business office. (Pay first, and then bring the receipt to the Physical Plant Office.) Replacement of lost or broken cards will incur a charge of \$25 payable to the Bursar at the Business Office on the 3rd floor. (Please pay first, and then bring the receipt to the Properties Manager for replacement).

Vehicles parked in fire lanes or obstructing traffic or walkways will be towed at the owner's expense.

In cases where a state's Bureau of Motor Vehicles must be contacted to determine vehicle ownership, all costs incurred will be added to the assessed fine.

Violation Appeals

Any faculty, staff or student charged and fined has the right of appeal to the OCPM Physical Plant on the 3rd level. Each appeal should be in the form of a written memorandum or letter accompanied by the ticket and should include payment for the penalty to act as bond. Valid permit holders do not need to post bond. The amount posted as bond will be refunded if the appeal is waived or granted. Each appeal requires a full name, return address and permit number (for permit holders) in order for the appeal to be processed. No oral appeals will be considered.

A written response to the appeal will be sent to the name and address listed on the appeal within thirty (30) days after receipt of the appeal by the Physical Plant.

Appeals will not be considered and will be discarded in the following circumstances:

- 1) Bond is not posted or permit holder did not include their permit number in lieu of bond.
- 2) The appeal is received by the Physical Plant after the tenth (10th) calendar day after the date of violation. (Weekends and legal holidays are counted in the above ten (10) calendar day limit.)
- 3) The appeal is illegible

Public Transportation

Transportation from downtown and suburban areas is available on Regional Transit Authority (RTA) buses and trains. Schedules for buses and trains are available at certain stops on the routes or by mail or telephone request to RTA.

Student Activities

There are many types of activities available to students. The extent of student participation in extracurricular activities is limited only by an individual's interest and available free time. The administration believes that this is an important part of college life and can contribute significantly to the fulfillment of a student's personal development. For that reason, the college encourages student participation in worthwhile activities whenever possible. The selection of student activities ranges from traditional opportunities such as student government and student publications to numerous cultural and athletic activities.

Morton and Norma Seidman Memorial Library

Located on the first floor, the OCPM library has a collection of over 14,000 volumes comprised of basic medical and scientific texts, with emphasis on literature relating to the lower extremity. Approximately 100 medical and podiatric print journals are currently received in addition to a substantial collection of bound journal volumes. Full-text book and journal databases can be accessed via the Library homepage. The Library provides an interlibrary loan service and MEDLINE computer searches

for obtaining medical and scientific research, bibliographies and abstracts.

The Library houses a Media Center with computers for viewing DVDs and videocassettes on various podiatric and medical subjects. The library loans laptop computers for use in the library and iPods, loaded with lecture recordings, for overnight use.

Computer Center

On the 2nd floor, a state-of-the-art Computer Center is fully equipped with PCs, color printers, scanners, CD-ROM, and DVD. General, educational and medical software is available for users. Students have full access to both the Internet and E-mail.

Multimedia Resources

As part of OCPM's IT Department, a multimedia facility is maintained for the production of video, multi-image presentations, clinical slides and MP3 files of lectures. Most class lectures at OCPM are recorded and are avail-

able on the school's website for student use, and are subject to lecturer, and possibility of malfunction. They are not a substitute for attending lectures, but a supplement to the lecture. Each classroom is equipped with video, 35mm slide projection, audio playback and recording, and electronic overhead projection equipment.

Additional services include duplication, medical illustration and graphic art design.

Institutional Advancement Department

The Institutional Advancement Department encompasses a full range of programs and services dedicated to developing and building relationships between students, alumni, and the podiatric community. The core objectives of the department are to plan and develop comprehensive advancement programs of philanthropic involvement with the OCPM students, alumni, donors, and the podiatric community. The department provides exciting special events, continuing medical education seminars and marketing/public relations initiatives that help grow partnerships and support between the alumni, students, corporate community, and foundations.

The Institutional Advancement Department organizes events throughout the year that focus on raising much-needed funds for the OCPM Student Scholarship Fund. Among these events is the *Glass Slipper Fete*, a Hall of Fame Induction Ceremony that honors three OCPM alumni each year for their contributions to the podiatric

medical field, as well as the other benefits. In addition to the *Glass Slipper Fete*, the department is responsible for other events which provide opportunities for students to meet their future colleagues and for OCPM alumni to reunite at the college campus. The department also maintains the alumni database and can provide networking information and referrals to alumni throughout the country.

OCPM is a nationally approved sponsor of continuing education courses that are presented live via the internet and through other instructional media. The courses help practitioners earn the necessary credit hours to meet the requirements for state license renewal. A number of continuing education seminars are provided each year, with most programs offered free of charge or at significantly reduced rates for faculty, students and residents. The programs help practitioners and students alike develop, update and refine their knowledge and skills in podiatric medicine, surgery, and other topics. Both lecture-style programs and hands-on workshops are presented throughout the year. The Institutional Advancement Department also works closely with OCPM student organizations in preparation for the annual student-sponsored clinical symposium. This is an excellent opportunity for the department to interact directly with students to enhance their podiatric medical education.

The Institutional Advancement Department also manages all of the marketing and public relations efforts for the Ohio College of Podiatric Medicine. These efforts

include advertising on the collegiate, local, regional, and national level. In addition, the department creates and manages all publications and marketing materials used to promote OCPM and the Cleveland Foot and Ankle Institute. **Footsteps**, the College's quarterly newsletter for faculty, staff, students, alumni and friends, is published quarterly by the department, as well as a monthly e-newsletter to keep the college community and alumni abreast of OCPM news and updates. In addition to the publications, the department manages the Great Exchange & Classifieds. The Great Exchange and Classifieds service provides information about podiatric positions available, as well as practices or equipment for sale.

Graduate Placement

The Office of Graduate Placement exists for the sole purpose of enhancing the clinical education and patient exposure of the podiatric medical student and assisting in student placement in a residency program. In order to meet the needs of students during this part of their podiatric education, the office consists of both a clerkship and a residency placement component.

The Graduate Placement Office makes every effort to assist student placement in a residency program. The Office of Graduate Placement cannot guarantee placement, especially in specific residency programs or geographic locations. The majority of states and/or hospitals require passing Parts I & II of the National Boards, which is the student's responsibility.

Educational Outcomes

The following Educational Outcomes will be attained as a result of the cumulative effect of both didactic instruction in the basic medical sciences and clinical courses, as well as, clinical experiences afforded through clinical rotations and clerkship experiences. The goal is to prepare the graduate for entry into postdoctoral training program.

1. To have an appreciation of the ethical responsibilities of the physician to his or her patient.
2. Demonstrate an understanding of medical statistics, epidemiology and research methods.
3. Diagnose common foot and ankle pathology utilizing signs, symptoms, differential diagnosis, laboratory, X-ray evaluations, and discuss treatment alternatives available in each diagnosis including the following:
 - a. Hallux Valgus
 - b. Hallux Limits
 - c. Contracted and deformed lesser digits
 - d. Hyperpronation on hindfoot
 - e. Hypersupination of hindfoot
 - f. Morton's Neuroma
 - g. Capsulitis of forefoot
 - h. Tendonitis/Bursitis
 - i. Heel Spur Syndrome
 - j. Nail Deformities (Onychomycosis)
 - k. Verruca
 - l. Stress Fracture
 - m. Ulcers
 - n. Bacterial Infections
 - o. Fungal Infections
 - p. Ankle Sprains
 - q. Plantar Calluses
 - r. Degenerative Joint Disease
 - s. Gouty Arthritis
 - t. Rigid Flatfoot
4. To have an understanding of the medical, social, economic, ethnic, and cultural issues and concerns of the geriatric population.
5. To have an appreciation of civil, criminal and administrative laws which impact podiatric practice.
6. To have knowledge of podiatric practice administration.
7. To have an understanding of the public health issues which impact podiatric practice.
8. To be able to provide podiatric primary care in a clinical setting.
9. Is proficient in the ability to perform a history and basic physical examination including the lower extremity.
10. Recognize the common major dermatologic conditions and manage pedal dermatological problems.

11. Be knowledgeable of the major systemic diseases, their pedal manifestations and implication in the management of the podiatric patient.
12. Demonstrate knowledge of the pathology, clinical presentation and treatment of general neurological disease and understand the pedal manifestations of neurological diseases.
13. Understand common emergent medical problems and their management.
14. Ability to perform a complete Podiatric biomechanical arthrometric examination and interpret the results.
15. Prescribe and institute orthotic or other mechanical therapy (physical therapy, activity modification, exercise therapy, shoe therapy, etc.) based upon findings of a podiatric biomechanical arthrometric examination.
16. Evaluate, diagnose, prescribe and institute treatment for commonly encountered mechanically induced injuries or conditions occurring in the lower extremity.
17. Perform a complete lower extremity examination on pediatric aged patient, comparing developmental milestones to the norm and identifying common lower extremity injuries and conditions.
18. Be able to evaluate medical status of a pre-op patient and recognize and prepare treatment plan for common post-op complications.
19. Understand concepts of wound healing (both soft tissue and bone), and utilize those concepts to evaluate and manage surgical wounds.
20. Understand and perform basic surgical skills including administration of local anesthetics, aseptic techniques, instrumentation, homeostasis techniques suture materials and needle selection, suturing, hand ties; tourniquets application, gowning and gloving.
21. Understand concepts necessary to determine the indications for forefoot and rearfoot surgical reconstruction procedure including:
 - a. Pre-operative evaluation and procedure selection.
 - b. Description of the procedure.
 - c. Reasonable postoperative follow-up plan.
22. Recognize various types of foot and ankle trauma, including fractures, dislocations, sprains, tendon ruptures and formulates a treatment plan.
23. Recognize and implement treatment plan for soft tissue or bone infection including surgical procedure and selection of antibiotic agents.

Curriculum Outlines

Four Year Program

The following outline describes the eight-semester curriculum for the four year D.P.M. curriculum for the 2011-2012 academic year. One credit is assigned to a course for every fifty minute unit of instruction in a semester.

First Year Program

Fall Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	111	Human Anatomy	60/60 lab	8
BSC	112	Human Cell and Tissue Biology	60/30 lab	6
BSC	113	Medical Biochemistry	90	6
BSC	114	Medical Genetics and Embryology	45	3
PMD	113	Medical Ethics	15	1
PMD	114	Principles of Medical Research	15	1
PMD	115	Podiatric Medical Practice Seminar	15	1
			300/90 lab	26

Spring Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	124	Lower Extremity Anatomy	60/60 lab	8
BSC	125	Neurobiology	45	3
BSC	126	Human Systems Biology	90	6
BSC	128	Medical Microbiology & Immunology	60/30 lab	6
GMD	121	Physical Assessment & Diagnosis	3/45 lab	3
PMD	116	Podiatric Medical Practice Seminar	15	1
			273/135 lab	27

Summer Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
ORT	131	Biomechanics I	45	3
ORT	132	Rehabilitative Medicine	30	2
PMD	132	Lower Extremity Assessment & Diagnosis	15/15 lab	2
PMD	133	Introduction to Medical Imaging	15	1
			105/15 lab	8

Total:	678/240 lab	61
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Clinical

CLI	101	Introduction to Patient Care I	1 week
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2nd Year Program

Fall Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	218	Human Systems Pathology	90/30	8
BSC	219	Pharmacology & Therapeutics	60	4
ORT	211	Biomechanics II	30	2
PMD	211	Podiatric Medicine I	30	2
PMD	214	Radiology/Medical Imaging	30	2
PMD	215	Podiatric Medical Practice Seminar	15	1
			255/30 lab	19

Spring Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	228	Human Systems Pathology	90/30	8
BSC	229	Pharmacology & Therapeutics	60	4
PMD	216	Podiatric Medical Practice Seminar	15	1
PMD	221	Podiatric Medicine II	30	2
PMD	222	Podiatric Medical Skills	30 lab	2
PMD	224	Radiology/Medical Imaging II	21/9 lab	2
SUR	221	Introduction to Podiatric Surgery	28/2 lab	2
			244/41 lab	21

Total:			499/71 lab	40
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Clinical

CLI	200	Standardized Patient		4 weeks
CLI	201	Introduction to Patient Care II		4 weeks
Total:				8 weeks

The Academic Program

3rd Year Program

Fall Semester

			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
GMD	314	Neurology	30	2
GMD	315	Dermatology	30	2
GMD	316	General Medicine	60	4
ORT	314	Podopediatrics	30	2
SUR	313	Podiatric Surgery	30	2
PMD	315	Podiatric Medical Seminar	15	1
			195	13

Spring Semester

			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
CMD	325	Public Health Jurisprudence	30	2
GMD	326	General Medicine	60	4
GMD	327	Behavioral Medicine	15	1
GMD	328	Women's Health	15	1
ORT	325	Sports Medicine	30	2
SUR	323	Podiatric Surgery	30	2
SUR	325	Traumatology	30	2
PMD	316	Podiatric Medical Seminar	15	1
			225	15

Total:**420****28**

Clinical

CLI	310	Podiatric Surgery	4 weeks
CLI	315	Surgical Skills Workshop	4 weeks
CLI	320	Radiology	4 weeks
CLI	340	CPR / ACLS	1 week
CLI	351	Podiatric Medicine / Biomechanics	4 weeks
CLI	352	Podiatric Medicine / Biomechanics	4 weeks
CLI	365	Primary Care / VA	4 weeks
CLI	370	History & Physical	4 weeks
CLI	390	Simulated Patients	4 weeks

4th Year Program

Spring Semester

	<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
CMD 424 Business Administration	30	2

Clinical

CLI 440 Senior Clinical Rotation		8 weeks
CLI 445 Senior Rotation – VA Hospital		4 weeks
CLI 455 Community Medicine		4 weeks
CLI 491 Senior Medicine Rotation		8 weeks
CLI 496 Clerkship Rotation	24 weeks – 20 mandatory, 4 optional	
CLI 498 Senior Competency		

Total	52 weeks
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Extended Curriculum (Five Year Program)

The following outline describes the 10-semester curriculum for the extended D.P.M. curriculum for the 2011-2012 academic year. One credit is assigned to a course for every fifty minutes of lecture or laboratory per week in a semester.

First Year Program

Fall Semester

	<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC 112 Human Cell and Tissue Biology	60/30 lab	6
BSC 113 Medical Biochemistry	90	6
PMD 113 Medical Ethics	15	1
PMD 114 Principles of Medical Research	15	1
	180/30 lab	14

Spring Semester

	<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC 125 Neurobiology	45	3
BSC 126 Human Systems Biology	90	6
BSC 128 Medical Microbiology & Immunology	60/30 lab	6
	195/30 lab	15

Total:	375/60 lab	29
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Clinical

CLI 101 Introduction to Patient Care I		1 week
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The Academic Program

2nd Year Program

<u>Fall Semester</u>			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	111	Human Anatomy	60/60 lab	8
BSC	114	Medical Genetics & Embryology	45	3
PMD	211	Podiatric Medicine I	30	2
PMD	115	Podiatric Medical Practice Seminar	15	1
			150/60 lab	14

<u>Spring Semester</u>			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	124	Lower Extremity Anatomy	60/60 lab	8
GMD	121	Physical Assessment & Diagnosis	3/45 lab	3
PMD	116	Podiatric Medical Practice Seminar	15	1
PMD	221	Podiatric Medicine II	30	2
			108/105 lab	14

<u>Summer Semester</u>			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
ORT	131	Biomechanics I	45	3
ORT	132	Rehabilitative Medicine	30	2
PMD	132	Lower Extremity Assessment & Diagnosis	15/15 lab	2
PMD	133	Introduction to Medical Imaging	15	1
			105/15 lab	8

Total:	363/180 lab	36
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3rd Year Program

Fall Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	218	Human Systems Pathology	90/30 lab	8
BSC	219	Pharmacology & Therapeutics	60	4
ORT	211	Biomechanics II	30	2
PMD	214	Radiology and Medical Imaging I	30	2
PMD	215	Podiatric Medical Practice Seminar	15	1
			225/30 lab	17

Spring Semester			<u>CLOCK HOURS</u>	<u>CREDIT HOURS</u>
BSC	228	Human Systems Pathology	90/30 lab	8
BSC	229	Pharmacology & Therapeutics	60	4
PMD	216	Podiatric Medical Practice Seminar	15	1
PMD	222	Podiatric Medical Skills	30 lab	2
PMD	224	Radiology and Medical Imaging II	21/9 lab	2
SUR	221	Introduction to Podiatric Surgery	28/2 lab	2
			214/71 lab	19

Total:	439/101 lab	28
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Clinical

CLI	200	Standardized Patient	4 weeks
CLI	201	Introduction to Patient Care II	4 weeks
Total:			8 weeks

Course Descriptions

Department of Basic Sciences Pre-Clinical Education

Associate Dean

E. Ronald Wright, Ph.D.

Chairperson

Stephanie Belovich, Ph.D.

Pre-clinical education at OCPM provides a thorough grounding in the basic sciences and thought processes related to medical practice. Studies in the first year focus on normal structure and function of cells, tissues, whole organs and organ systems. In the 2nd year, courses focus on the analysis of abnormal structure and function and include: basic disease processes (underlying causes, symptoms, diagnostic methods, principles of disease management); a study of microorganisms capable of invading body tissues to cause disease as well as our immune defense mechanisms to prevent this; and study of the drugs used to prevent and treat disease (drug actions, applications, adverse reactions).

The knowledge you will gain in pre-clinical courses is the factual foundation for upper level clinical courses and patient care rotations. It is also the ability to learn independently, so that you can keep up with inevitable revisions and new advances in podiatric medicine throughout your career. Knowledge of basic medical sciences marks you as a health professional with a modern education, which will engender the respect of your colleagues in other medical disciplines as well as the confidence of your patients.

BSC 111 Human Anatomy

The macroscopic anatomy of the upper limb, thorax, abdomen, head and neck, pelvis and perineum of the human body is described, utilizing audiovisual teaching aids and full cadaver dissection. The course is taught using a regional approach, with emphasis on structural and functional relationships. The laboratory instruction includes cadaver dissection supplemented with anatomical prosections, as well as cross-sectional anatomy, and computerized educational material.

BSC 112 Human Cell and Tissue Biology

Histology is the study of the microscopic organization of the human body. Reciprocal relationships between normal structural features and their functions are emphasized. Macromolecules, organelles, cells, fundamental body tissues and organs are compared and contrasted. Light microscopic preparations are examined in laboratories, which are closely correlated with lecture topics.

BSC 113 Medical Biochemistry

The study of the physical and chemical properties of the major constituents of cells and body fluids. This includes structures, functions and biochemical mechanisms involved in the biosyntheses, utilization and degradation of amino acids, carbohydrates, lipids, proteins and nucleic acids. Also included are enzyme kinetics, bioenergetics, cellular communication and introduction to the inborn errors of metabolism, nutrition and biochemistry of specialized tissue and fluids.

BSC 114 Medical Genetics and Embryology

This course will include the basic principles of human genetics dealing with the genetic variations that impact medical practice. Molecular genetics, cytogenetics, genomics, and population genetics will be reviewed. This course will also review the major events and processes involved in normal and abnormal embryologic development of the major body organs and systems. This course is coordinated with Human Anatomy and Cell and Tissue Biology.

BSC 124 Lower Extremity Anatomy

Lower extremity anatomy presents the detailed macroscopic anatomy of the lower limb. The course is augmented with radiographs, MRI, surface anatomy and cross sectional studies. The course includes an introduction to basic concepts of podiatric medicine, surgery and biomechanics. Laboratory instruction includes a detailed dissection of the lower limb, supplemented with computerized educational materials and study of natural bone specimens.

BSC 125 Neurobiology

Neurobiology is the study of the structure and function of the nervous system. The course will deal with the anatomy, microscopic anatomy and physiology of the individual neurons and systems of neurons, which comprise the component parts of the nervous system. Topics will include sensory, special sensory and motor systems, the cerebral cortex, diencephalon, cerebellum, brainstem and spinal cord. Discussions will include reference to clinical disorders related to those structures.

BSC 126 Human Systems Biology

The study of basic concepts of normal organ and organ system function, including body fluids and compartments, muscle physiology, cardiovascular physiology, renal function, respiration, gastrointestinal physiology and endocrinology. Emphasis is placed on the regulatory functions of each organ or system, as well as the contribution of each system to whole body homeostasis. The sequence of topics in this course are coordinated with those in GMD 121 : Physical Assessment and Diagnosis.

BSC 128 Medical Microbiology and Immunology

This course will introduce the student to the basic concepts, characteristics and techniques used in the study of the clinically significant microbic groups: viruses, bacteria, fungi, and protozoa. The structure, metabolism, genetics, control and laboratory techniques of each microbic group will be described. This course will also introduce the student to the molecular, cellular and organismal mechanisms responsible for the human immune response system. Laboratory will provide hands on experience in staining, cultivation, identification, sensitivity testing, and

immunologic techniques.

BSC 218 and BSC 228 Human Systems Pathology

The study of disease with emphasis on epidemiology, pathogenesis, natural history, morphologic appearance and relationship to clinical manifestation. Emphasis is placed on basic cellular pathologic processes (injury, inflammation and repair, neoplasia), and description of diseases organized by organ system.

An introduction to the concepts of clinical decision making through the use of case studies and current clinical literature will be emphasized.

BSC 219 and BSC 229 Pharmacology and Therapeutics

Historically, the clinician was responsible for information about the sources, physical and chemical properties, compounding and dispensing of drugs. Today the practitioner's responsibility requires the rational clinical use of therapeutic agents for the prevention, diagnosis, and treatment of disease based on an understanding of pharmacological principles. This course is designed to prepare practitioners to prescribe for maximum benefit and to recognize the clinical ramifications of concomitant drug therapy.

Department of General Medicine

Chairperson

Edweana Robinson, M.D.

GMD 121 Physical Assessment and Diagnosis

Physiology and physical assessment are coordinated to allow students to integrate the underlying physiologic processes with physical diagnostic findings. Physiology is a study of the basic concepts of normal organ and organ system function. Emphasis is placed on regulatory functions of each organ or system as well as the contribution of each to the whole body homeostasis. Physical diagnosis combines the patient's symptoms and signs to arrive at a diagnosis of disease. The course focuses on total body examination using the traditional processes of inspection, palpation, percussion and auscultation.

GMD 314 Neurology

A comprehensive study of neurological diseases that are pertinent to treatment of the podiatric patient. The course includes etiologies, diagnosis and treatment of the neurologic diseases.

GMD 315 Dermatology

This course is a series of lectures on dermatologic manifestations of systemic diseases, as well as podiatric dermatological diseases. It includes the etiology, diagnosis, treatment and management of

dermatologic disorders.

GMD 316 and GMD 326 General Medicine

This course is a series of lectures dealing with etiology, recognition and treatment of medical problems that are common to podiatric patients.

The lectures include those dealing with organ systems such as renal, cardiovascular, musculoskeletal, endocrine, digestive, etc., and their relationship to podiatric medicine. Particular attention is given to the medical clearance of the surgical patient and the care of non-podiatric emergencies.

GMD 327 Behavioral Medicine

Behavioral medicine course is a series of lectures on major topics in the area including mood and anxiety disorders, alcoholism, substance abuse, psychoses and pain management. The presentations will relate the relevance to the practice of podiatry

GMD 328 Women's Health

Women's health course is a seminar covering important areas unique to women including pregnancy, contraception, infertility, cardiovascular health, osteoporosis and menopause.

Department of Podiatric Biomechanics and Orthopedics

Chair

Kathy J. Siesel, D.P.M.

ORT 131 Biomechanics

Biomechanics is a comprehensive course, which stresses normal gait and foot function. Abnormalities in gait or foot mechanics are related to foot pathology.

ORT 211 Biomechanics

Biomechanics II introduces common foot pathologies and their effects on function. The examination techniques utilized in the evaluation of patient's are introduced as is the use of foot orthotic devices and computers in the assessment of biomechanical pathology.

ORT 132 Rehabilitative Medicine

Rehabilitative Medicine reviews various physical therapy modalities and principles of rehabilitation. Examples of application of these principles as relating to foot pathology are given.

ORT 314 Podopediatrics

Podopediatrics is a comprehensive course, which emphasizes the incidence, etiology, pathomechanics, evaluation and treatment of lower extremity pathology in children.

ORT 325 Sports Medicine

Sports Medicine is a comprehensive course. Students gain an understanding of running biomechanics, shoe gear construction and evaluation, and the incidence, etiology, pathomechanics, evaluation and treatment of many lower extremity sports pathologies.

Department of Podiatric Medicine

Chair

Rocco Petrozzi, DPM

PMD 113 Medical Ethics

The focus of the medical ethics curriculum is to provide a foundation in ethical analysis, augment knowledge of contemporary bioethics issues, and offer experience applying ethical reasoning to clinical cases. The goal of this course is to promote discussion of the ethical responsibilities of a doctor to their patients.

PMD 114 Principles of Medical Research

It is important for a podiatric physician to have developed the ability to read and interpret the medical literature. This requires a fundamental understanding of biostatistics, epidemiology, and research design. This course provides a framework for the development of an evidence-based methodology to patient care.

PMD 115/116 Podiatric Medical Practice Seminar

Through instruction by numerous field experts of the American Academy of Podiatric Practice Management, this monthly class is designed to place students on a fast track to success. The curriculum focuses on strategies to help students acclimate to the challenges that medical students typically face. Lifestyle improvement skills such as positive mental attitude, study strategies, time and stress

management skills, and organization are stressed.

PMD 132 Lower Extremity Assessment and Diagnosis

A comprehensive approach to physical examination, which combines the patient's symptoms and the physical signs to arrive at a diagnosis of disease. It is accomplished by training students in the methods of history taking and physical examination. The course focuses on lower extremity examination. The traditional processes of inspection, palpation, percussion and auscultation are emphasized.

PMD 134 Introduction to Medical Imaging

Podiatric physicians are fully licensed to order, perform and interpret radiologic studies of the foot and ankle. As operators of ionizing x-ray equipment, all practitioners must undergo basic training in x-ray physics, image control and quality assurance, safety and patient positioning. These four building blocks comprise the foundation of this course in fundamentals.

PMD 211 and 221 Podiatric Medicine I and Podiatric Medicine II

This is a core course designed to present the 2nd year student with the full spectrum of pathology, which he or she will encounter during his or her clinical training and later in private practice. Topics include infectious disease, wound care, rheumatology, vascular medicine, and the diabetic foot. The student will be instructed in the evaluation of foot and ankle pathology including signs, symptoms, and differential diagnosis. Laboratory and radiographic evaluation will be discussed when appropriate. The student will also be

instructed in the treatment alternatives available in each case.

PMD 214 and PMD 224

Radiology/Medical Imaging

This course encompasses the fundamentals of modern musculoskeletal imaging, with particular emphasis on the foot and ankle. The course begins with basic principles of plain-film radiographic imaging, an approach which emphasizes the correlation of abnormal findings with basis disorders. The course will then introduce sectional imaging (MR, CT/Tomography) prior to a more classical approach to the topic of musculoskeletal imaging. Common topics include diagnostic imaging of the arthropathies, infection, bone & soft tissue tumors, and metabolic bone disease.

PMD 215/216 Podiatric Medical Practice Seminar

Through instruction by numerous field experts of the American Academy of Podiatric Practice Management, this monthly class is designed to facilitate the long term objective of optimizing the academic knowledge obtained throughout the first two years and prepares the student to become an outstanding "caregiver." The core focus includes communication skills, patient compliance, dealing with conflicts, concepts of efficiency, and practice model options.

PMD 222 Podiatric Medical Skills

Podiatric Medical Skills is a practical course, which includes strapping and padding, instrument dexterity, local anesthetic injection, nail avulsion technique, blood glucose finger stick,

handheld Doppler exam, fitting for diabetic shoes, arthrometric examination and casting for orthoses.

Students are taught the indications and proper application of adhesive bandages and splints for the prevention of injury, control of foot function and treatment of injuries to the foot and lower extremity. Padding is the treatment of foot pathology by redistribution of weight, stress and friction. Students are taught how to relieve acute and chronic pathologies of the foot through the use of various padding materials, or prefabricated pads. Students also gain an understanding of the theory of pad placement. Students are taught the proper techniques for performing toenail avulsions, blood glucose finger sticks, and using the handheld Doppler. Students are taught the proper methods of fitting for diabetic shoes, performing a foot and ankle arthrometric examination and casting methods for foot orthoses.

CMD 325 Public Health Jurisprudence

This course presents issues of concern to the practicing podiatrist and includes; the development of public health in America, disease prevention and control, environmental effects on health and disease, substance abuse, the role of the federal government in the provision of public health, the US health care system, occupational medicine, women's health issues, ethics in podiatric medicine and medical jurisprudence.

CMD 424 Business Administration

This course presents issues of concern to the podiatrist about to enter medical practice. Topics include the complete scope of business issues necessary to prepare the student to

compete in a changing medical marketplace.

Department of Podiatric Surgery

Chairperson

Matthew DeMore, D.P.M.

SUR 221 Introduction to Podiatric Surgery

This course is designed to provide the 2nd year podiatric medical student with a comprehensive understanding of the basic and fundamental principles and techniques of surgery, with emphasis on wound healing, closure techniques, hemostasis, lower extremity tourniquets and basic surgical procedures. Surgical and hospital protocol, charting, instrumentation and injection techniques are taught in this course, along with basic forefoot surgery, including nail disorders, soft tissue, skin tumors and digital surgery. The use of local anesthetic agents including indications, classification, pharmacology, adverse reactions (and treatment of such reactions) and injection techniques will be discussed. In addition, the course provides an orientation to operating room protocol, allowing students to master necessary techniques of asepsis, gowning, gloving and surgical scrubbing. Introduction to these skills will be taught in weekly workshops in the surgical skills lab.

SUR 313 and 323 Podiatric Surgery

A comprehensive working knowledge of common deformities of the foot is essential to the podiatric physician in providing comprehensive care of patients.

This course provides the 3rd year podiatric medical student with the knowledge of surgical management of patients and their foot deformities. The course includes material on the etiology, clinical and radiographic evaluation, indications and contraindications, as well as postoperative considerations and care.

These courses discuss the surgical management of deformities of the foot, ankle and lower leg and include surgical complications. In addition, several lectures are dedicated to special topics, such as AO/ASIF Fixation, Bio-materials, Arthroscopic surgical procedures and reconstructive foot and ankle procedures.

Weekly skills workshops will be held in the surgical skills laboratory. Emphasis is placed on current and prevailing concepts and techniques employed by the podiatric physician.

SUR 325 Traumatology

The purpose of the course is to provide the 3rd year podiatric medical students with a broad overview and appreciation of the major trauma areas of the foot, including the midfoot, rearfoot, ankle and lower leg. A strong effort is made to correlate the mechanical, surgical, physiologic and anatomic principles of surgery with emphasis on their implications and applications in major reconstructive surgery and the management of the trauma patient who presents with foot and/or ankle trauma. Surgical procedures for the management of specific trauma situations will be discussed, as well as indications, contraindications, and post-operative management. An overall view of the trauma patient as viewed in a Level I Trauma Center will also be included as this is a

Clinical Education

Cleveland Foot and Ankle Institute

The mission of the Cleveland Foot and Ankle Institute is to provide a quality clinical experience so that students will acquire the knowledge, skills, attitudes and values necessary to the successful practice of podiatry. The Cleveland Foot and Ankle Institute was established in 1934. Providing foot health care to the greater Cleveland community has been an integral part of the Mission of the college since its inception and it is through the outpatient treatment center that the college meets the needs of its students and the community.

The Cleveland Foot and Ankle Institute provides each student with clinical experience in the practice of podiatric medicine and surgery. Patients are examined, diagnosed and treated by a student under the personal supervision of a member of the clinical faculty, who assumes the primary responsibility for each patient. Other members of the faculty are consulted as required for the specific foot problem presented. In this way, the patient can always identify with a single faculty member who provides continuity of care. Interdisciplinary consultations are encouraged through an active medical staff providing both patients and students with the “health care team” approach to modern medicine.

Patient care is supported by excellent services in medical imaging, medicine, surgery, biomechanics, laboratory medicine, and physical medicine and rehabilitation. The clinic provides the community with a program of early detection and prevention of potentially disabling foot problems in children. The clinic provides athletes with an excellent facility for the diagnosis, treatment and prevention of lower extremity injuries. The clinic provides the adult patient with comprehensive care for a wide variety of conditions ranging from diabetic foot infections to basic palliative measures.

CLI 101 Introduction to Patient Care

The Introduction to Patient Care I clinical rotation provides the first year student an opportunity to directly observe patient care at the Cleveland Foot & Ankle Institute. During the course of patient care at the Cleveland Foot & Ankle Institute, students will assist in the development of differential diagnoses and observe patient management under the supervision of residents and faculty members. Students will interact with other students, staff, residents and clinicians. It is important during the course of patient care that the student understands the patient’s concerns, complaints, psychosocial status, past medical history, and medications. Students will also develop good patient communication skills. The student should use this opportunity as a guide to become professional and ethical podiatric physicians.

CLI 201 Introduction to Patient Care II

The Introduction to Patient Care II clinical rotation provides the 2nd year student an opportunity to directly observe patient care at the Cleveland Foot and Ankle Institute and assist in the performance of history-taking and physical examinations. During the course of patient care at the Cleveland Foot and Ankle Institute, students will elicit and perform a history and physical, develop differential diagnoses, and follow through with a regime for patient management under the supervision of a resident and faculty members. Students will interact with other students, staff, residents and clinicians. It is important during the course of patient care that the student understands the patient's concerns, complaints, psychosocial status, past medical history, and medications. The student should also understand differential diagnoses, diagnosis, treatment, and future plans for the patient. Students will also develop good patient communication skills. The student should use this opportunity as a guide to become a professional and ethical podiatric physician.

CLI 200 Standardized Patient

The standardized patients course offers second year students the opportunity to interview standardized patients and receive feedback on their patient interviewing and history recording skills which will prepare them to function competently in a doctor/patient encounter. Some students find that interviewing patients comes naturally, while for others it is more a learned skill. The standardized patients are actors who have been coached to simulate actual patients so accurately that the simulation could possibly fool even a skilled clinician.

Junior Clinical Rotations

Department of Podiatric Medicine

CLI 320 Radiology/Medical Imaging

Clinical rotations function by adapting and applying classroom information to real life, "hands-on" situations. A majority of foot complaints necessitate the taking and the reading of radiographs. As specialists of the foot and ankle, podiatrists are in a unique situation in being able to take and interpret radiographs in their own offices. Radiographic analysis is therefore an integral component of podiatric medical education.

The Radiology/Medical Imaging rotation focuses on those skills commonly performed by the podiatrist. This includes positioning and developing radiographs along with recognizing the most common pedal pathologies.

CLI 351 and CLI 352 Podiatric Medicine/Biomechanics Rotations

This rotation gives students the opportunity to perform primary foot and ankle care under the supervision of the clinical faculty. Students learn basic podiatric palliative care techniques on patients, as well as how to record their findings in the medical record. Students are evaluated on their ability to present the case history, treat the patient and properly record their findings. Students receive clinical conferences on a variety of podiatric medical topics, with practical exams in many areas. Two months are spent at the Cleveland Foot and Ankle Institute. One month is spent at the Cleveland VA Hospital.

This rotation also provides the student with the opportunity for observation and practice of examination skills required in performing a musculoskeletal and biomechanical evaluation. This involves the development of skill in obtaining a biomechanical/musculoskeletal history, arthrometric evaluation, visual gait analysis and musculoskeletal examination to include muscle strength testing, flexibility and range of motion. The student is also taught, and provided opportunities for practice, various methods of obtaining and evaluating proper biomechanical cast impressions of the feet for the purpose of fabricating orthotic devices. Emphasis in this rotation is on the practice and refinement of clinical evaluation and manual skills.

CLI 365 Primary Care/VA

This is a one-month rotation at a veteran's health care facility, which emphasizes the skills necessary to function effectively in government health care facilities.

Department of General Medicine

CLI 340 CPR/ACLS

CPR/ACLS is a course taught to 3rd year students at the beginning of the year. It is basic cardiopulmonary and advanced cardiopulmonary resuscitation. Students practice and take a written exam to demonstrate proficiency in these areas as required by the American Heart Association.

CLI 370 History and Physical Rotation

The History and Physical Rotation is a one month experience in one of several area hospitals, which is designed to provide experience in history and physical examinations. Each rotation site will provide the same core experiences, (based on the goals and objectives), in patient assessment techniques (i.e., history and physical examination), the understanding of disease processes, and management strategies. In addition to the core experiences, each rotation site may add additional exposures and training.

CLI 390 Simulated Patient Rotation

The simulated patient lab has been started to offer 3rd year students experiences and feedback not available in other rotations. The use of simulated patients to train students in medical education began about 10-15 years ago and has gained acceptance at many medical schools in the United States and abroad. Simulated patients are actors who are coached to simulate an actual patient so accurately that a skilled clinician could not detect the simulation. In performing the simulation, the simulated patient presents the “gestalt” of the patient being simulated—not just the history, but the body language and personality characteristics as well. Properly trained simulated patients will not vary in the picture they present from student to student. This provides standardization to teaching and evaluation, not offered elsewhere in the clinical curriculum. In addition, computerized patient scenarios are used to assist in development of clinical reasoning skills.

Department of Podiatric Surgery

CLI 310 Surgery Rotation

The Surgery Clinic is a rotation that stresses complete pre-operative and post-operative management of the surgical patient. Many foot deformities can be corrected with surgery. Work up for the purposes of establishing proper diagnosis, selection of appropriate surgical procedure, and designing a proper follow-up plan are necessary components of successful surgical outcome. Proper post-operative patient care as well as early recognition of potential surgical complications will be stressed. These are essential to a successful surgical practice. While the scope of surgery will vary greatly with differences in postgraduate training, there exists a basic core of knowledge and various techniques that are consistent with successful surgical outcome. In order to be a successful surgeon, it is imperative that the student master those basic skills that will be utilized throughout his or her career. This rotation will be the foundation upon which you build your surgical career.

CLI 315 Surgical Skills Workshop

The purpose of this rotation is to provide students with knowledge and hands-on training pertaining to the physical skills which are necessary to perform surgery of the foot and ankle. An effort is made to correlate didactic information learned in the classroom with the rationale behind why many surgical procedures are performed. Adequate demonstration of surgical skills will be provided along with practice time and constructive performance feedback. Upon successful completion of this rotation, students should possess a basic understanding of and the ability to perform physical skills which are necessary in foot and ankle surgery.

Senior Clinical Rotations

CLI 440 Senior Clinical Rotation

The senior podiatric rotation is a two month rotation at the Cleveland Foot and Ankle Institute, which emphasizes competencies, needed to enter hospital residency training. Experiences are gained in primary clinical sites and external sites affiliated with the college.

CLI 455 Community Medicine/ Medical Imaging Rotation

In addition to the rotations on campus, the college operates several Community Medicine clinics in various sites throughout the city of Cleveland to fulfill the college's commitment to serve the community. Students are assigned to these clinics and treat patients under the supervision of members of the clinical faculty. These clinics afford students the opportunity to provide care and develop an understanding and appreciation of community based health problems. This rotation also includes training in various imaging modalities including plain film radiography, MRI, and CT scanning.

CLI 491 Senior Medicine Rotation

This is a two-month external rotation at an area hospital. Students are instructed in skills, values and knowledge necessary to perform a complete medical history and physical.

CLI 496 Clerkship Rotation

The clerkship program is designed to enhance the clinical education and patient exposure of the podiatric medical student. This interdisciplinary training affords students an opportunity to share and expand their knowledge with experienced members of the health care team in Cleveland and around the country.

Office and hospital based programs, available in almost every state, offer a diversity of clinical experiences to OCPM students. Students are expected to participate in a minimum of five months of external rotations during their 4th year. An orientation is conducted and a complete handbook of information is provided to the 3rd year student to assist in this important educational process.

The following is a partial listing of clerkship programs that may be available to OCPM students. A complete listing of clerkship programs is available in the Office of Graduate Placement on the first floor at the college.

Alabama

DVA – Central Alabama Healthcare System

Arizona

DVA – Phoenix (Carl T. Hayden)

DVA – Southern Arizona

Maricopa Medical Center

British Columbia

Hospital Podiatry Group/

Vancouver General Hospital

California

Doctors Hospital of West Covina

DVA – Greater Los Angeles Healthcare System

DVA – Loma Linda (Jerry L. Pettis)

DVA – Palo Alto Healthcare System

DVA – San Francisco

Encino/Tarzana Regional Medical Center

Kaiser Hospital – Santa Clara

Kaiser Hospital Vallejo

Kaiser SF Bay Area Foot & Ankle Residency

Kaiser Walnut Creek & Antioch

Lakewood Regional Medical Center

Long Beach Memorial Medical Center

Rancho Specialty Hospital

Scripps Mercy Kaiser Program

SouthWestern (Aestheticare/Mission)

Colorado

DVA – Eastern Colorado Health Care

Highlands Presbyterian/St. Luke's

Connecticut

St. Francis Hospital and Medical Center

Yale/DVA – Podiatric Residency Program

Washington D.C.

Howard University Hospital

Washington Hospital Center

Delaware

Christiana Care Health System

Florida

DVA – Miami

DVA – Tampa (J. A. Haley)

Florida Hospital East Orlando

Jackson North Medical Center

Jackson South Community Hospital

JFK Medical Center

Kendall Regional Medical Center

Larkin Community Hospital

Memorial Regional Hospital South

Mt. Sinai Medical Center

Palmetto General Hospital

South Miami Hospital Foot & Ankle

St. Vincent's Medical Center

University of Florida and Shands

Jacksonville Medical Center

Westchester General Hospital

Westside Regional Medical Center

Georgia

Dekalb Medical Center

DVA – Atlanta

DVA – Augusta

The Academic Program

Iowa

Broadlawns Medical Center
Covenant Medical Center
Trinity Regional Medical Center

Illinois

AIMMC/RFUMS (Dr. William M. Scholl)
DVA – Hines
Hugar Foot Clinic/Loretto Hospital
Oak Forest Hospital
Rush North Shore Medical Center
Sacred Heart Hospital
St. Joseph Hospital/DVA – North Chicago

Indiana

St. Joseph Regional Medical Center
St. Mary's Health Care Services
Westview Hospital

Kansas

DVA – Eastern Kansas Health Care System

Kentucky

Jewish Hospital & St. Mary's Healthcare
Kentucky Podiatric Residency Program

Louisiana

East Jefferson General Hospital
Tulane – Lakeside Hospital

Maryland

DVA – Maryland Healthcare System

Massachusetts

Beth Israel Deaconess Medical Center
Boston University Medical Center
Cambridge Health Alliance
DVA – Boston Healthcare System
Metrowest Medical Center
St. Vincent Hospital/WMC

Michigan

Botsford General Hospital
Detroit Medical Center
DVA – Minneapolis
Genesys Regional Medical Center
Henry Ford Macomb Hospitals
Henry Ford Wyandotte
Oakwood Annapolis Hospital
POH Regional Medical Center
Providence Hospital
Southeast Michigan Surgical Hospital
St. John North Shores Hospital

Minnesota

Hennepin County Medical Center
Mercy Hospital
Regions Hospital

Missouri

Forest Park Hospital
Mineral Area Regional Medical Center
Truman Medical Center Lakewood

Montana

Crow/Northern Cheyenne Indian Health
Hospital

New Jersey

Cooper University Hospital
DVA – New Jersey Health Care System
Englewood Hospital & Medical Center
Hoboken University Medical Center
Kennedy Memorial Hospital –
University Medical Center New Jersey
Morristown Memorial Hospital
St. Barnabas Medical Center
St. Michael's Medical Center
University Hospital – UMDNJ
Virtua West Jersey Health System

New Mexico

DVA – New Mexico (Raymond G. Murphy)

New York

Benedictine Hospital

Beth Israel Medical Center

Caritas Healthcare

Catholic Health System/

Sisters of Charity Hospital

Coney Island Hospital

DVA – Hudson Valley Healthcare System

DVA – New York Harbor Healthcare

DVA – Northport

Good Samaritan Hospital Medical Center

Gouverneur Healthcare Services

Interfaith Medical Center

Jamaica Hospital Medical Center

Kingsbrook Jewish Medical Center

Long Island Jewish Medical Center

Lutheran Medical Center

Montefiore North Medical Center

Mt. Sinai Hospital of Queens

New York Community Hospital

New York Hospital Queens

New York Methodist Hospital

Our Lady of Lourdes Memorial Hospital

St. John's Episcopal Hospital – South Shore

Staten Island University Hospital

United Health Services

Wyckoff Heights Medical Center

North Carolina

Womack/Eisenhower Army Medical Center

Ohio

Cuyahoga Falls General Hospital

DVA – Canton Community Based

Outpatient Clinic

DVA – Cleveland (Louis Stokes VAMC)

DVA – Dayton

Forum Health (WRCS)

Grant Medical Center

Jewish Hospital of Cincinnati

Kaiser Permanente/CCF

Ohio State University

St. Rita's Medical Center

St. Vincent Charity Hospital

St. Vincent Mercy Medical Center

Oklahoma

Surgical Hospital of Oklahoma/CCF

Oregon

Legacy Portland Hospital/Kaiser

Pennsylvania

Albert Einstein Medical Center/

Germantown

Chestnut Hill Hospital

Community Medical Center

Crozer-Keystone Health System

Drexel University College of Medicine/

Hahnemann University

DVA – Lebanon

DVA – Philadelphia

Frankford Hospital

Medical Center of Beaver

Mercy Suburban Hospital

Millcreek Community Hospital

Penn Presbyterian Medical Center

Roxborough Memorial Hospital

St. Joseph's Hospital/NPHS

St. Luke's Hospital – Allentown Campus

Temple University Hospital

University of Pittsburgh Medical Center – South Side

Western Pennsylvania Hospital

Rhode Island

Memorial Hospital of Rhode Island

Roger Williams Medical Center

Tennessee

The Academic Program

DVA – Mountain Home

Texas

John Peter Smith Hospital
Presbyterian Hospital – Greenville
Scott & White Memorial Hospital/
Texas A&M Health Science Center
University of Texas Health Science Center

Utah

Intermountain Medical Center/
DVA – Salt Lake City

Virginia

DVA – Richmond (McGuire)
Inova Fairfax Hospital

Washington

Franciscan Foot & Ankle Institute/
St. Francis Hospital
Multicare Foot & Ankle Surgical Program
Swedish Podiatric Surgical Residency
Program

Wisconsin

DVA – Madison
Gunderson Lutheran Medical Foundation
Wheaton Franciscan Healthcare –
St. Joseph

Veterans Hospitals

This is a one-month rotation at a veteran's health care facility, which emphasizes the skills necessary to function effectively in government health care facilities. The rotation is under the direction of the college faculty.

4th Year Includes:

A) Six months of Core Rotations at the Cleveland Foot & Ankle Institute, Cleveland VA Medical Center, and various affiliated hospitals that provide training for

the Senior Medicine rotation.

B) Six months of elective clerkship rotations, with at least one month spent with a private practitioner. If desired, student may take one of the six months as a vacation.

Note: Core rotations are mandatory for all students. Students may choose specific elective rotations or clerkships as outlined in the Clerkships Policies and Procedures Handbook.

Residency Training Program Affiliated with OCPM

The podiatric residency program (PM&S 36) is provided by the Ohio College of Podiatric Medicine and the University Hospitals/Richmond Heights Medical Center along with several other area hospitals. Rotations are available in Anesthesia, Behavioral Medicine, Emergency Medicine, Internal Medicine, Podiatric Medicine and Surgery, Orthopedic Surgery, Sports Medicine, Private Practice, Radiology, Subspecialty Medicine – Wound Care, Subspecialty Surgery – Plastics and Vascular Surgery.

The first year (PPMR) of this 3-year residency provides the podiatric medical graduate with a well-rounded exposure to a hospital environment and healthcare delivery systems in preparation for management of podiatric conditions and to systemic diseases as they relate to the lower extremities.

The 2nd and 3rd years of the program are designed to enhance the skills mastered in the first year by emphasizing forefoot and the more complex reconstructive rear-

Evaluation and Promotion

Students are required to maintain a satisfactory level of scholarship at OCPM. Written, oral and practical examinations, clinical performance objectives, and other evaluative procedures are used to assess progress and to advise students of their levels of achievement.

The Director of Student Records reviews the grade records of each student after each semester and makes recommendations to the Academic Dean concerning promotion. **No student will be promoted until all course work and clinical work for the current year has been satisfactorily completed.**

Each student is responsible for being aware of his/her performance and should contact the appropriate instructor, clinician, department chairman, or Academic Dean to determine his/her status, if there are any doubts.

Any student receiving a 2nd recorded Professionalism Deficiency Evaluation, will be prohibited from holding any office, whether elected or voluntary.

The specific guidelines for student promotion and placement are delineated in the Student Handbook.

Grading System

Students are evaluated in all areas of the curriculum: basic sciences, clinical sciences and clinic rotations. All courses offered during the first, second and third years of the program are graded according to the following system:

Grade Description Quality Points

A	Outstanding	4.0
B	Above Average	3.0
C	Average	2.0
F	Failure	0.0
I	Incomplete	*
W	Withdraw Before Midterm Exam	*
WP	Withdraw Passing (After Midterm Exam)	*
WF	Withdraw Failing (After Midterm Exam)	*
S	Satisfactory	*
NG	No Grade Submitted	*
AU	Audit	*
CE	Credit by Exam	*
TR	Transfer Credit	*
U	Unsatisfactory	*

* These grades are not included in the calculation of the grade point average.

There are a number of courses and rotations that are graded on a satisfactory / unsatisfactory basis. An "S" or a "U" will be recorded on the transcript. The satisfactory / unsatisfactory courses are:

- Medical Ethics
- Principles of Medical Research
- Podiatric Medicine Practice Seminar
- Podiatric Medical Skills
- Externships
- Clinical Rotations

Incomplete Grade (I)

Incomplete, "I" grades are allowed for courses/rotations when a formal leave of absence request has been submitted and approved by the Vice President and Dean of Academic Affairs, or in special circumstances where permission is granted by the course/rotation coordinator. The grade of "I" will be changed when the work is completed to the satisfaction of the course coordinator, and the Office of Student Records receives a grade change request. Failure to remove an "I" grade within three (3) months will result in conversion of that grade to an "F" or "U".

Dean's List

A student earning 3.5 current grade point average for the semester and no grade below "C" or "S" in all course/rotation work will be cited as a "Dean's List" honors student at the end of each semester. No student taking less than a full-time course load will be eligible for the Dean's List.

Student Ranking

Students are ranked at the end of each semester according to their cumulative grade point averages. Ranking is done on an individual basis by class year.

National Boards

The National Boards consist of two exams: Part I is taken after successful completion of the 2nd year and Part II is taken toward the end of the 4th year. Part I consists of examinations covering the basic sciences and Part II covers the clinical sciences. The National Board of Podiatric Medicine Examiners requires all students to take and pass Part I prior to sitting for Part II.

Eligible students are required to take the American Podiatric Medical Licensing Examination Part I and Part II the first time the exams are offered and every subsequent time, if necessary.

Class of 2012: Students who have not passed Part I will not be eligible to take Part II, will not be permitted to graduate, or take part in the CASPR Match.

Class of 2013 and all subsequent classes: Students who have not

passed Part I will not be eligible to take Part II. Students will be under the College's new Board Part I Failure policy. Subsequent failures of Part I may delay graduation and / or result in summary dismissal.

The results of the exams are recognized by licensing authorities in all 50 states, the U.S. possessions, the U.S. armed forces and by three Canadian provinces. Applications for the examinations are available in the Office of Student Records. Students are advised to consult the pamphlet issued by the National Board of Podiatric Medical Examiners for details. The National Board can be contacted by writing to:

Prometric/NBPME
1260 Energy Lane
St. Paul, MN 55108
www.nbpme.info

Graduation Requirements

A candidate for the degree of Doctor of Podiatric Medicine must have:

- Maintained satisfactory academic performance; (2.0 GPA or higher and no grade below a "C", or "S")
- Demonstrated clinical competence through completion of the performance objectives.
- Been in good disciplinary standing.
- Satisfactorily completed all clinical rotations and externship/clerkship program requirements.
- Fulfilled all responsibilities and financial obligations to the college.
- Demonstrated moral and mental competency to practice podiatric medicine.

- Been recommended by the Faculty to the Board of Trustees for graduation.
- Taken and passed the American Podiatric Medical Licensing Examination (APMLE) Part I, and have taken Part II and released the score reports to the college.
- Passed Senior Competency Examination

In order to be eligible for graduation in May, candidates must have met all of the above requirements prior to the first day of August immediately following the May graduation. Completion of program requirements after August 1st, but before the conclusion of the calendar year, will result in a December 31st graduation date. After December 31st, candidates will not be eligible for graduation until the following May.

Attendance at the graduation ceremony is required.

All students must successfully complete the graduation requirements within six (6) years of their initial matriculation. The six year limitation includes any leaves of absence, withdrawals or any other interruptions of the student's program.

Recommendation for the degree is discretionary with the Faculty; there is no contract stated or implied, between the college and the students that a degree will be conferred at any stated time, or at all. No pins, cords or special hoods are permitted on the official garb of the graduation ceremony.

Orientation and Registration

An orientation program is provided for all incoming first-year students prior to the start of their fall semester. The program is intended to assimilate incoming students with the college and Independence, as well as to introduce them to their classmates and the college faculty and administration.

All students must complete registration requirements at the beginning of each academic year in order to participate in any college activities. The college will notify scholarship programs, banks providing government subsidized loans, etc., when students cease to be appropriately registered at the college.

Attendance

Attendance is expected of all students, and an instructor may at his/her discretion, require compulsory attendance in a course, including any or all laboratory sessions, lectures and demonstrations. Where attendance is not stated as a requirement by the instructor, the student remains responsible for all material covered in that course, including all assignments, evaluations, projects, and practical performance demonstrations.

Attendance at assigned clinical rotations at the Cleveland Foot and Ankle Institute, extension clinics, and all college-approved external clerkship programs is compulsory. Absence due to religious observance must be cleared, in advance, with appropriate departments and coordinators of clinical education.

Students must make up any and all deficiencies resulting from absence. Students are advised to consult the Student Handbook and course and rotation syllabi for criteria pertaining to absence from courses, rotations and exams.

Student Malpractice Insurance Coverage

Students are **only** covered by OCPM's malpractice insurance policy while participating in direct patient care in college approved clinical rotations in the College's clinics and other affiliated clinics, hospitals, and doctor's offices. Malpractice insurance coverage is limited to the following direct patient care rotations:

- First Year
 - o CLI 101 – Introduction to Patient Care I Rotation
- Second Year
 - o CLI 201 – Introduction to Patient Care II Rotation
- Third Year
 - o CLI 310 – Podiatric Surgery Rotation
 - o CLI 351 – Podiatric Medicine/Biomechanics I Rotation
 - o CLI 352 – Podiatric Medicine/Biomechanics II Rotation
 - o CLI 365 – Primary Care/VA Rotation
 - o CLI 370 – History and Physical Rotation
- Fourth Year
 - o CLI 440 – Senior Clinical Rotation (CFAI I and CFAI II)
 - o CLI 445 – Senior VA Rotation
 - o CLI 455 – Community Medicine Rotation
 - o CLI 491 – Senior Medicine Rotation
 - o CLI 496 – Clerkship Rotations

OCPM's malpractice insurance policy does **not** provide coverage for students who, in their free time, choose to visit, work voluntarily, or are otherwise privately employed in clinics, hospitals, or physicians' offices. While visits are permitted, students are strongly advised to limit their activities strictly to observation. If a student participates in direct patient care outside of a scheduled rotation, they do so at their own risk.

Immunizations, Background Checks and Drug Screening Required For Clinical Rotations

Effective immediately, the Ohio College of Podiatric Medicine (OCPM) has initiated policies intended for all accepted and continuing students admitted toward the conferring of the degree of Doctor of Podiatric Medicine (D.P.M.) which inherently includes a clinical component at health care facilities which require student's to have current immunizations, background checks, and drug screens as a condition of affiliation with the College.

The implemented policies will require all students in the current Class of 2011 and accepted applicants to the program effective August 2010 to be in compliance with the policies as defined herein. Students in the Class of 2012 and all subsequent classes will be required to meet the screening requirements at the start of the clinical (3 of 4-yr. and 4 of 5-yr.) experience. Current or newly accepted applicants who fail to pass the required background check or drug screen may be denied admission, may be unable to complete degree requirements, or be dismissed from the program.

These policies are enacted due to recent rationale for national clinical compliances:

Safety and Well-Being of Patients

Health care providers are entrusted with the health, safety and welfare of patients. They have access to controlled substances and confidential information, and operate in settings that require the exercise of good judgment and ethical behavior. Thus, an assessment of a student's personal history through a thorough background check, as well as any possible impairments related to drug use that diminishes his/her capacity to function in such a setting, is imperative to promote the highest level of integrity in health care services.

Accreditation Standards

Healthcare facilities are increasingly interpreting standards by accreditation agencies, such as Joint Commission of Accreditation of Healthcare Organizations (JCAHO), and are requiring their employees to provide documentation of current immunizations and submit to background checks and drug screens as needed to create a secure environment for the care of patients. These standards are especially important for those individuals who supervise care and render treatment including controlled substances. To facilitate this requirement of healthcare facilities that students be fully immunized against infectious diseases, submit to a background check, and pass a drug screen, educational institutions, such as OCPM, have agreed to maintain immunization records and conduct background checks and drug screens on all students who will participate in clinical rotations at healthcare facilities having such a requirements.

Allocation of Costs

Relevant students and accepted applicants are responsible to pay for the cost of the required immunizations, background checks, and drug screens. Background checks and drug screens must be performed by the designated approved vendor of the College. Background checks and drug screens submitted from any company or entity other than the approved vendor will not be accepted nor honored.

Confidentiality

Immunizations, background checks, and drug screen reports and all records pertaining to the results are considered confidential with highly restricted access. The results and records are to be retained by the designated primary user, in contractual agreement with the preferred vendors.

Licensure Issues

Clinical rotations and early experiential rotations are an essential element in the health science curricula. Students who cannot participate in clinical rotations due to revealed violations of law, illegal use of controlled or illegal substances may be unable to fulfill the requirements of the program for advancement or graduation. Additionally, many healthcare licensing agencies will require individuals to pass both a background check and a drug screen as a condition of licensure or employment in your professional future. Therefore, it is in everyone's interest to resolve these issues, prior to a commitment of resources by either the College or the student.

Contractual Obligations

OCPM is obligated to meet contractual requirements contained in affiliation agreements between the College and

various healthcare facilities. Most of the healthcare facilities that provide clinical learning experiences share the mutual requirement of fully immunized, background checked, and drug screened students.

Liability Issues

Given the current medical liability environment, OCPM and its healthcare facilities are appropriately attentive to factors that may adversely affect the security of the clinical environment and thus increase their liability exposure. As a result, schools and healthcare facilities, both independently and, at times, through legislative mandate, have appropriately sought to enhance their scrutiny of professional and non-professional students involved in patient care activities through criminal background checks and drug screens.

Required Immunizations

Students must provide proof of the following immunizations:

- Measles, Mumps, Rubella (MMR)
 - Positive Rubella titer
- Polio
- Varicella Zoster (vaccination or illness)
 - Positive Varicella Zoster titer
- Hepatitis B
 - Positive Hepatitis B titer
- Tetanus (Tdap/Td)
- Tuberculosis (TB)

Drug Screening Panels

The 12-panel drug screen shall include testing for the following drugs:

- Amphetamine
- Barbiturates
- Benzodiazepines
- Cocain
- Opiate
- Phencyclidine
- Marijuana (THC)

- Methadon
- Methamphetamine
- Propoxyphene
- Oxycodone
- Ecstasy

Period of Validity

Generally, background check and drug screen reports will be honored by OCPM for a two-year period. Additional background checks and drug screens may be required on a more frequent basis, dependent on the requirement for an individual clinical rotation site. Students who may experience a break in enrollment status may be required to submit to an additional background check and drug screen prior to readmission.

Student Records

The Ohio College of Podiatric Medicine recognizes the rights of its students to have access to their records for review purposes, and upon submission of a written request, to question the content of their personal educational records in accordance with existing college guidelines, and the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended by Public Law 93-568.

All students attending the college shall have all rights accorded to their parents by the Family Educational Rights and Privacy Act, except access to the financial records of the parents, and to letters of recommendation required for admission. Specific descriptions of the procedures, limitations and applications of this law are published in the Student Handbook.

Grade Reports

Grade reports for each semester will be made available online through NetClassroom. Paper reports will not be mailed out.

Transcripts and National Board Scores

Official transcripts and unofficial copies of National Board Scores are available to current and other non-graduated students for a charge of \$2 per transcript/National Board Scores. There is no charge to alumni/ae for this service. Requests can be made in person by completing a transcript/National Board Score request form, or by writing to the Office of Student Records, Ohio College of Podiatric Medicine, 6000 Rockside Woods Blvd., Independence, Ohio 44131.

Official copies of National Board Scores for state licensure purposes must be obtained from the Prometric/NBPME, 1260 Energy Lane, St. Paul, MN 55108. Allow five working days for processing, except during peak times, which may take longer. Copies of transcripts and National Board Scores are never released without written authorization from the student, except in the case of a subpoena, court order or request from a government investigative agency. Students will be informed in writing by the Office of Student Records should this occur. At the request of the Business Office, transcripts and National Board Scores will not be released to students with outstanding balances.

Tutoring

Academic tutoring, on a one-to-one or small group basis, is provided at no charge to enhance the learning process during all four years of study. You may voluntarily request a tutor or be referred to Educational Resources by a Course Director.

In addition to academic tutoring, students can access resources related to time management, test taking skills, learning styles, communication skills, and confidential personal counseling.

Veterans Affairs

The Office of Student Records coordinates all veterans' information. The student veteran should contact this office if there are benefits to be claimed, or if assistance is needed in filing a claim.

Leaves of Absence

A leave of absence is an excused absence (one day to a maximum of 30 calendar days) from scheduled course and/or clinical responsibilities which is requested by a student when personal life circumstances necessitate absence from his/her academic commitments. In rare instances of severe illness and prolonged hospitalization, the Dean of Student Affairs may authorize a one-time extension of the leave for an additional thirty calendar days, per academic year, when substantiated by the appropriate medical records.

The procedure for requesting and processing a request for a leave of absence is described in detail in the

Student Handbook. Upon return to campus duties from either a medical withdrawal or personal leave of absence, the college administrators may request a third party assessment to meet compliance that the student is in full readiness for "return to campus," ensuring the student is able to fully meet educational and/or clinical obligations. This intent serves to protect the student, the College and the greater community. All efforts will be made to maintain confidentiality and discretion for all involved parties.

Withdrawal

Policies governing withdrawal from the college are predicated on the following definitions. A student who requests withdrawal prior to mid-term exams withdraws from the program with the notation "W" and no grades recorded on his/her transcript. In order to return to the college, the student must reapply, following the readmission application procedures established by the college.

A student who requests withdrawal after 7 weeks of course instruction will receive the notation "WP" for each course/rotation on his/her transcript if passing, or the notation "WF" if failing. In order to return to the college, the student must reapply following the application procedures established by the college.

A student who submits a withdrawal request in the midst of a disciplinary process will be subject to the terms listed under the Disciplinary Process section in the Student Handbook. Any student wishing to withdraw from the college should follow procedures as described in detail in the Student Handbook.

Department of Basic Sciences

Stephanie J. Belovich, Ph.D., Chair

Assistant Professor
B.A., Cleveland State University
M.A., Kent State University
Ph.D., Kent State University

E. Ronald Wright, Ph.D.

Associate Dean, Pre-Clinical Education
Professor
Course Coordinator, Microbiology
Associate Professor, Microbiology,
Case School of Dental Medicine,
Case Western Reserve University
B.S., Abilene Christian University
M.S., Ph.D., Purdue University

Joann Petty Eble, M.S.

Assistant Professor
Course Coordinator, Histology
B.S., Cleveland State University
M.S., Cleveland State University

Kay Campbell Kyllonen, Pharm. D.

Assistant Professor
Course Coordinator,
Pharmacology and Therapeutics
Department of Pharmacy,
Cleveland Clinic Foundation
B.S., St. Louis College of Pharmacy
Pharm. D., University of Kentucky

Michael A. Landers, D.D.S.

Assistant Professor
Course Coordinator,
Gross Anatomy and Neurobiology
Assistant Clinical Professor,
Oral Medicine
Case School of Dental Medicine,
Case Western Reserve University
M.A., The Ohio State University
D.D.S., Case Western Reserve
University

Mary Alyce Mooney, M.D.

Assistant Professor
Course Coordinator, Pathology
B.S., John Carroll University
M.D., The Ohio State University
Certification: American Board of
Pathology

Maria Sevilla

Lab Coordinator
B.S., Boston College

Tim S. Whittingham, Ph.D.

Associate Professor
Course Coordinator, Biochemistry
Associate Professor,
Physiology/Biophysics,
Case School of Dental Medicine,
Case Western Reserve University
B.S., University of Wisconsin
M.B.A., Case Western Reserve
University
Ph.D., University of Wisconsin

Department of General Medicine

Edweana M. Robinson, M.D., Chair

Associate Professor
B.S., Morgan State University
M.D., Case Western Reserve University
M.P.H., Cleveland State University

Robert Haynie, M.D.

Associate Professor
B.S., University of Cincinnati
Ph.D., Case Western Reserve
University
M.D., Case Western Reserve University

Department of Podiatric Biomechanics and Orthopedics

Kathy Siesel, D.P.M. Chair

Associate Professor
B.S., Bowling Green University
D.P.M., Ohio College of Podiatric
Medicine
Diplomate, American Board of
Podiatric Orthopedics and Primary
Podiatric Medicine

Marie Blazer, D.P.M.

Assistant Professor
B.S., John Carroll University
D.P.M., Ohio College of Podiatric
Medicine

Scott Spencer, D.P.M.

Associate Professor
B.S., Grove City College
D.P.M., Ohio College of Podiatric
Medicine
Diplomate, American Board of
Podiatric Orthopedics

**Department of
Podiatric Medicine**

Rocco Petrozzi, DPM, Chair

Assistant Professor
B.S., Otterbein College
D.P.M., Ohio College of Podiatric
Medicine

Myron Bodman, D.P.M.

Associate Professor
B.S., Cleveland State University
D.P.M., Ohio College of Podiatric
Medicine
Diplomate, American Board of
Podiatric Orthopedics and
Primary Podiatric Medicine

Morris T. Haywood, D.P.M.

Assistant Professor
B.A., Bloomfield College
D.P.M., New York College of
Podiatric Medicine

Abe Osbourne, D.P.M.

Assistant Professor
B.A., University of Toronto
DGrT, University of Toronto
D.P.M., Ohio College of Podiatric
Medicine

Lawrence Osher, D.P.M.

Professor
Director, Radiology Department
B.S., Wayne State University
D.P.M., Ohio College of Podiatric
Medicine

Jeffrey M. Robbins, D.P.M.

Professor
Director, Veterans Health
Administrative Headquarters
Podiatric Services
Chief Podiatry Section Cleveland
Veterans Affairs Medical Center
Community Medicine Consultant
B.S., The Ohio State University
D.P.M., Ohio College of Podiatric
Medicine
Diplomate, American Board of
Podiatric
Public Health
Diplomate, American Board of
Podiatric Orthopedics and Podiatric
Primary Medicine

**Department of Podiatric
Practice Management**

Jon Carlson, C.P.A.

Department Coordinator
B.S.; B.A., The Ohio State University

Mary Beth Crane, D.P.M.

Adjunct Faculty
B.S., Rhode Island College
M.S., Barry University
D.P.M., Barry University

Jeffery Frederick, D.P.M.

Adjunct Faculty
D.P.M., Ohio College of Podiatric
Medicine

John Guiliana, D.P.M.

Adjunct Faculty
D.P.M., Temple University College of
Podiatric Medicine

Rem Jackson

Adjunct Faculty
Pennsylvania State University

Jonathon Moore, D.P.M.

Adjunct Faculty
M.S., Medical Education
D.P.M., California College of
Podiatric Medicine

Hal Ornstein, D.P.M.

Adjunct Faculty
B.S., Florida Southern College
M.S., University of Florida
D.P.M., Ohio College of Podiatric
Medicine

Benjamin Weaver, D.P.M.

Adjunct Faculty
B.S., Southern Nazarene University
D.P.M., Ohio College of Podiatric
Medicine

**Department of
Podiatric Surgery****Matthew DeMore, D.P.M., Chair**

Associate Professor
B.S., University of Akron
D.P.M., Ohio College of Podiatric
Medicine

Michael B. Canales, D.P.M.

Assistant Professor
B.S., The Ohio State University
D.P.M., Ohio College of Podiatric
Medicine

Vincent J. Hetherington, D.P.M.

Professor
Vice President and Dean of Academic
Affairs
B.S., St. Francis College, New York
M.S., Pennsylvania College of
Podiatric Medicine

D.P.M., Pennsylvania College of
Podiatric Medicine
Fellow, American College of Foot
Surgeons
Diplomate, American Board of
Podiatric Surgery

Thomas V. Melillo, D.P.M.

Professor
President, Ohio College of Podiatric
Medicine
M.S., California College of Podiatric
Medicine
D.P.M., Pennsylvania College of
Podiatric Medicine
Diplomate, American Board of
Podiatric Surgery

Tiffany Orlando Weber

B.A. Ohio State University
D.P.M., Ohio College of Podiatric
Medicine

Ralph G. Osting, D.P.M.

Adjunct Faculty
B.S., John Carroll University
D.P.M., Ohio College of Podiatric
Medicine

Brian T. Pekarek, D.P.M.

Assistant Professor
B.S., Michigan State University
D.P.M., Ohio College of Podiatric
Medicine

Research**Jill Carroll, Ph.D.**

Director of Research
Assistant Professor
B.S., University of Pennsylvania
M.S., Case Western Reserve University
Ph.D., Case Western Reserve
University

Metin Yavuz, Ph.D.

Assistant Professor
Research Associate
B.S., M.S., Istanbul Tech University
Ph.D., Cleveland State University

Disclaimers

The Ohio College of Podiatric Medicine reserves the right to change any provisions or requirements of this document at any time within the students' term of enrollment at the college, and shall not be responsible for any interruptions whatsoever in the students' educational program due to unforeseen circumstances beyond the control of the college.

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The Ohio College of Podiatric Medicine does not discriminate on the basis of race, color, creed, ethnic origin, or sex in its employment or its admission and educational program in accordance with Title VI and Title VII of the Civil Rights Act of 1964, as amended and Title IX of the Educational Amendments Act of 1972.

The college does not discriminate against handicapped persons in employment, admissions, educational program, and activities in compliance with the Rehabilitation Act of 1973, as amended. OCPM does not discriminate on the basis of age in compliance with the Age Discrimination Act of 1967, as amended.

The information in this document does not constitute a contract between the college and the Student. The college reserves the right to make changes in the academic offerings, regulations and financial information in this catalog without notice. The college also publishes a Student Handbook, which serves as a guide to enrolled students and which contains more detailed information on the policies, procedures and organizations of the college. Enrolled students are advised to refer to each document as needed.

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