Name of Policy: Pre-Clinical Pathology Student Fellowship

Policy Number: 3364-81-04-012-05

Approving Officer: Dean, College of Medicine

Responsible Agent: Fellowship Director
Curriculum & Fellowship Coordinator

Scope: This policy applies to medical students in the pre-clinical portion of the M.D. program in the College of Medicine and Life Sciences (certificate program).

(A) Policy statement
The University of Toledo Pre-Clinical Pathology Student Fellowship Program was instituted to provide post-second year medical students with an opportunity to engage in an in-depth study of the pathogenesis of disease. In doing so, these students:

1. Integrate basic science principles with the clinical sciences through participation in the autopsy, surgical pathology sessions and rotations through the clinical laboratories.
2. Solidify previously learned concepts pertaining to disease mechanisms by teaching other medical students and presenting at conferences.
3. Investigate new frontiers in medicines through research and elective experiences.

Open to medical students in good academic standing who have completed the first two years of an LCME accredited medical school curriculum. Two or three of the best-qualified candidates from those who submit applications to the Department of Pathology will be selected each year. The program is for one calendar year, from July 1 through June 30. A stipend is provided.

The fellowship is a Graduate Certificate program; fellows are full time graduate students with tuition waivers.

(B) Purpose of policy
To provide clear goals and objectives for the fellowship course.

(C) Scope: This policy applies to medical students in the pre-clinical portion of the M.D. program in the College of Medicine and Life Sciences (certificate program).
(D) Procedure

Assessment of the fellows by:
1. By direct observation
2. One to one mentoring
3. Scholarly activities
4. Performance of autopsies
5. Performance of grossing, sign out and frozen section in surgical pathology

Student Selections:
- Applications are reviewed by the director of the fellowship program
- The applicant performance in the organ systems course is a major factor in the selection of the candidates
- Interviews are conducted (all faculty in the department participate in the process.
- Each faculty rank the candidate
- The entire faculty is the selection committee
- The candidate ranks are calculated by the curriculum coordinator then presented to the selection committee.
- The selection committee makes the final decision
- Offers are made to the successful candidates
- An alternate list is always developed in case some offers are declined

Curriculum:
The curriculum is identical to that of a first year resident in pathology and consists of:
- 1 month research
- 1 month clinical pathology
- 1 month of autopsy training
- 1 ½ months of autopsies hospital
- 1 ½ months cytology/FNA
- 2 months electives
- 4 months surgical pathology
### Assessment:

<table>
<thead>
<tr>
<th>Data collection methods, metrics and sources</th>
<th>Direct or Indirect Measure of student learning</th>
<th>Frequency of data collection and review</th>
<th>Person(s) responsible for reviewing data</th>
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</thead>
<tbody>
<tr>
<td>By direct observation</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
</tr>
<tr>
<td>Student evaluation and feedback on teaching labs</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor</td>
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<tr>
<td>Oral presentations</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
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<td>Scientific day activities</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor</td>
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<tr>
<td>Tumor board and other conferences oral presentation</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
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<tr>
<td>Lab rotations</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
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<tr>
<td>Autopsy write up</td>
<td>Direct</td>
<td>Monthly</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
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<tr>
<td>Research forum presentations</td>
<td>Direct</td>
<td>Annually</td>
<td>Program Director &amp; Major Advisor</td>
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<tr>
<td>Publications and abstracts</td>
<td>In-direct</td>
<td>Annually</td>
<td>Program Director &amp; Major Advisor (based on faculty evaluations using Milestones grid)</td>
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<tr>
<td>Journal Club</td>
<td>Direct</td>
<td>Quarterly</td>
<td>Program Director &amp; Major Advisor</td>
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<td>Presentations at national meetings</td>
<td>In-direct</td>
<td>Annually</td>
<td>Program Director &amp; Major Advisor</td>
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<tr>
<td>Graduate exit interview</td>
<td>N/A</td>
<td>N/A</td>
<td>Program Director &amp; Major Advisor</td>
</tr>
</tbody>
</table>
### Approved by:

Christopher Cooper, M.D.

### Policies Superseded by This Policy:

Post Second Year Pathology Fellowship
3364-81-04-012-05

### Initial effective date: 08/25/85

### Review/Revision Date:

- 08/25/85
- 08/25/86
- 08/13/87
- 08/22/89
- 08/15/90
- 11/19/91
- 02/24/94
- 07/01/95
- 08/01/96
- 08/24/00
- 08/20/01
- 07/16/03
- 09/17/04
- 11/17/05
- 01/12/09
- 09/07/12
- 08/01/16

### Next review date: 08/01/19 (three years from most recent revision/review date)