

TCOM

UNIVERSITY of NORTH TEXAS HEALTH SCIENCE CENTER at Fort Worth
Texas College of Osteopathic Medicine



2004 – 2005 CATALOG

Doctor of Osteopathic Medicine • Master of Physician Assistant Studies

TCOM

A HISTORY OF TCOM

The formation of America's seventh osteopathic medical school began with the effort of several osteopathic physicians who saw a need in Texas for a college of medicine that would focus its energies on the education of primary care physicians.

Evolving over the next three decades, the school remained loyal to the vision of its founders while expanding the educational experience to ensure its graduates are among the finest physicians in the nation.

Today, almost three-fourths of TCOM's graduates practice primary care medicine — one of the highest percentages in the nation. Other graduates are leaders in specialty careers as diverse as aerospace medicine, vascular surgery and heart transplant surgery.

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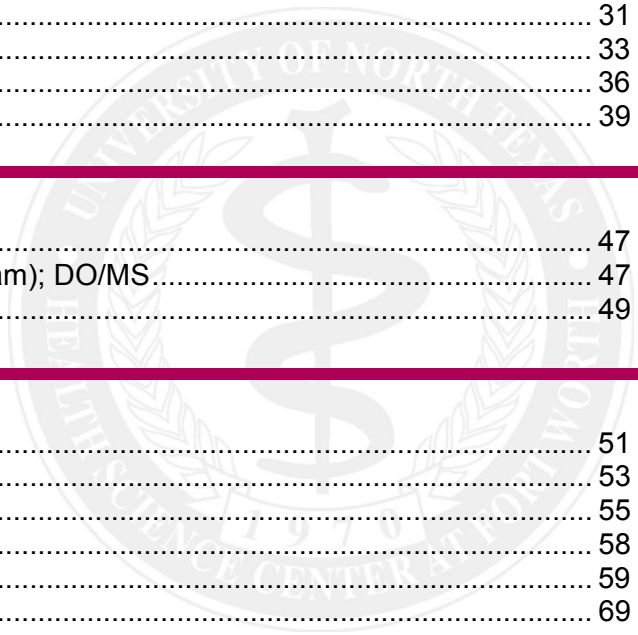
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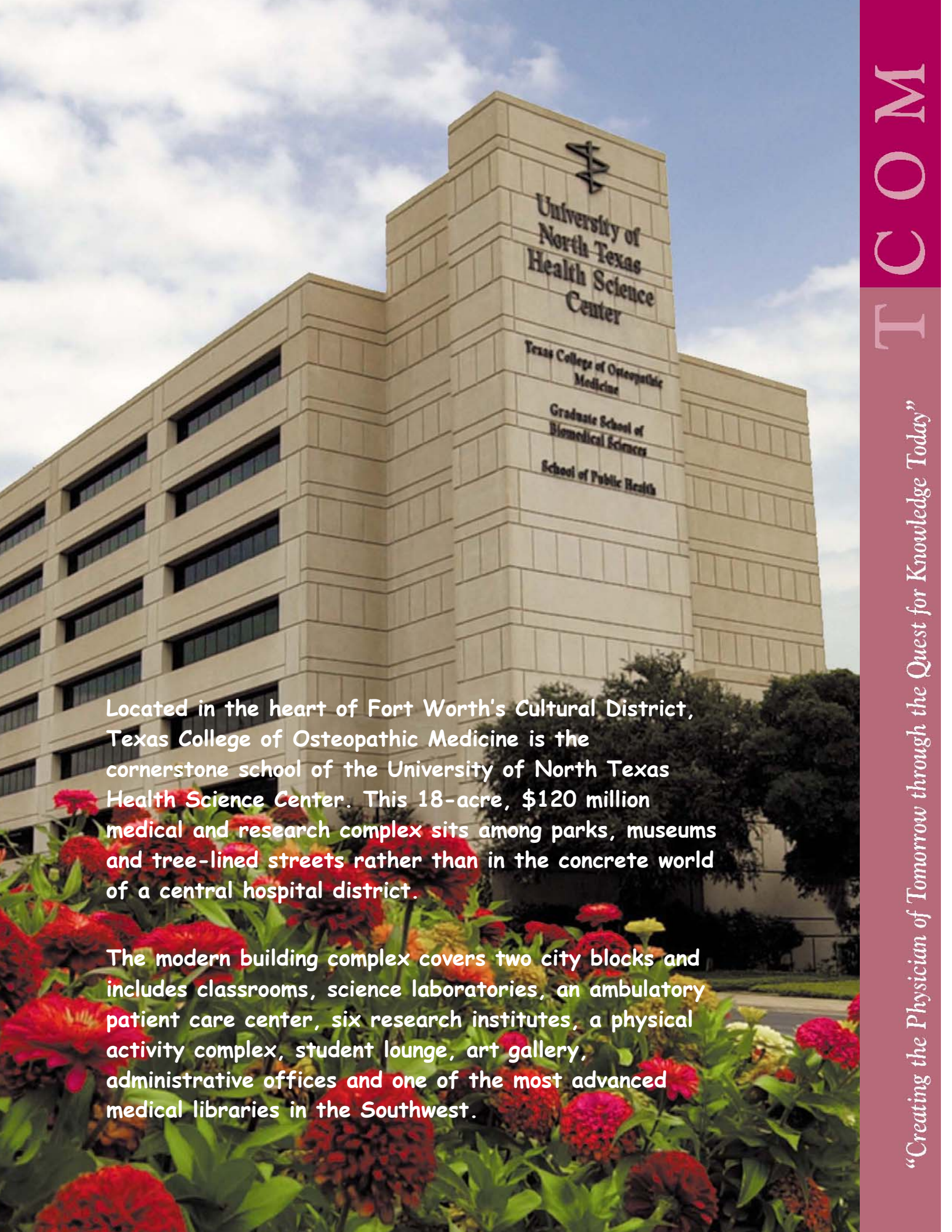
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Located in the heart of Fort Worth's Cultural District, Texas College of Osteopathic Medicine is the cornerstone school of the University of North Texas Health Science Center. This 18-acre, \$120 million medical and research complex sits among parks, museums and tree-lined streets rather than in the concrete world of a central hospital district.

The modern building complex covers two city blocks and includes classrooms, science laboratories, an ambulatory patient care center, six research institutes, a physical activity complex, student lounge, art gallery, administrative offices and one of the most advanced medical libraries in the Southwest.

A MESSAGE FROM THE DEAN

Welcome to the University of North Texas Health Science Center's Texas College of Osteopathic Medicine, where we are "Educating the Physician and Physician Assistant of Tomorrow Through the Quest for Knowledge Today."

It is a very exciting time in health care: a time in which the human genome has been translated; clinical decisions are becoming "outcomes" based; and the focus on the health of an individual is paramount. Here at Fort Worth's medical school, we continue a tradition of educating our students in an atmosphere that is steeped in a culture of holistic caring for patients, with a focus on both prevention and wellness. In addition, our students learn from renowned physicians, scientists, and physician assistants in an environment of cutting-edge clinical practice, scientific discovery, and scholarly activity.



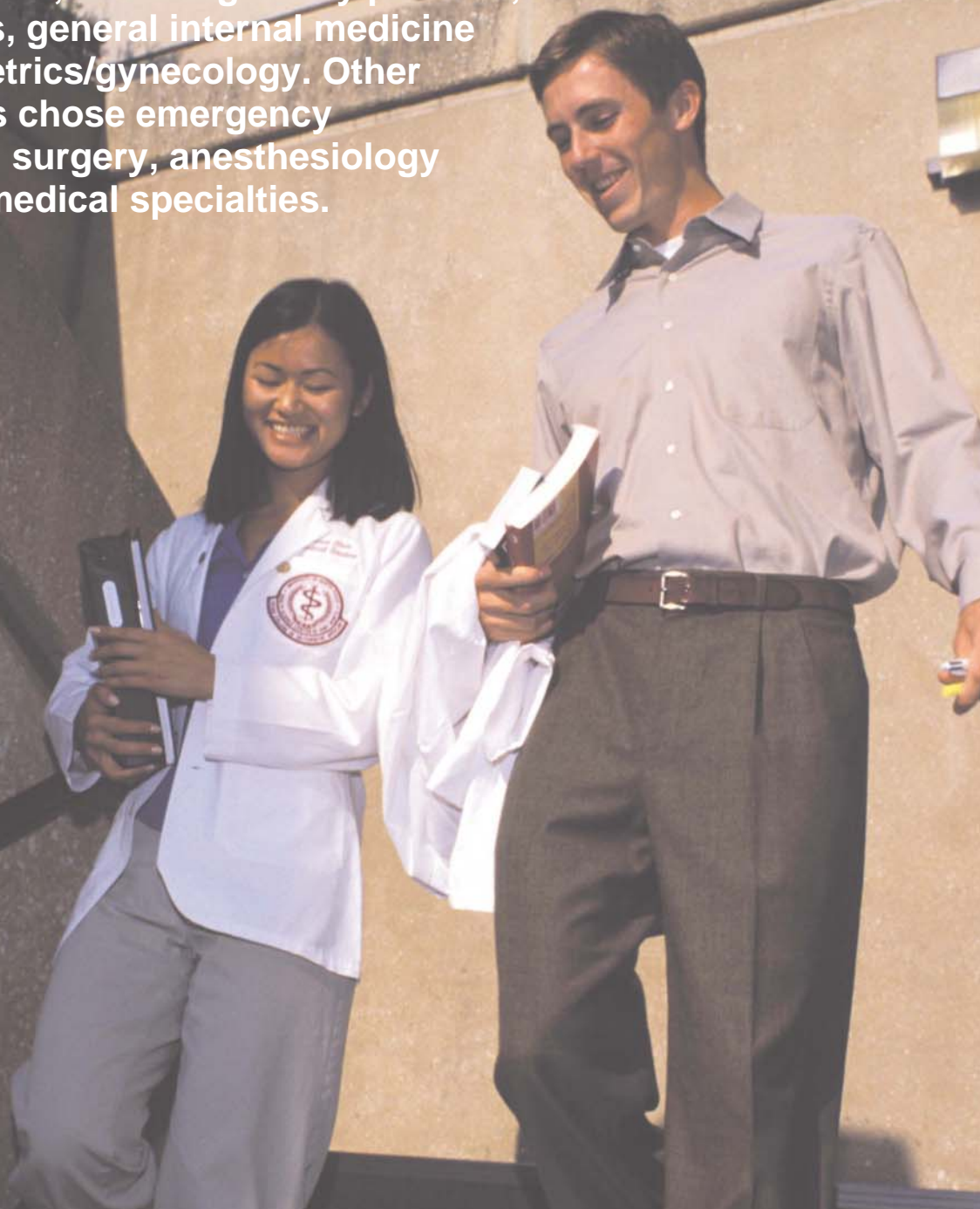
Our health science center campus is a unique setting, bringing together our medical school with a Graduate School for Biomedical Sciences and School for Public Health. This setting fosters a milieu for collaboration and scientific investigation. The campus continues to grow, with the opening of our new Center for BioHealth. This center will provide for novel research into the diseases that have afflicted mankind for millennia. Leading research on our campus includes studies into the spread of tuberculosis; Alzheimer's disease and aging; diabetes and metabolic disorders; public health issues and many more. In addition, the Texas College of Osteopathic Medicine has been awarded extramural funding to establish a national Osteopathic Research Center on our campus. This opportunity will allow us to play a pivotal role in coordinating national studies, as well as performing specific studies into the distinctive osteopathic philosophy of healthcare and prevention that has played an important part in American medicine for over 120 years.

The Texas College of Osteopathic Medicine continues to train medical providers to practice all medical specialties, from neurosurgery, anesthesiology, and radiology, to family medicine and internal medicine, just to name a few. However, we are proud of our tradition of training excellent primary care physicians and physician assistants. We have been recognized yearly for our excellence in graduating students who provide primary care service to the underserved of Texas. I am quite proud that our commitment to excellence has been recognized for the past three years by being "One of the Top 20 Medicals Schools" in the nation for primary care by *U.S. News & World Report*.

Having entered the 21st Century, there has never been a more exciting time to be involved in healthcare. The advances that have occurred in the last decade, and those we are currently exploring, will make the preservation of health and the treatment of disease more sophisticated and successful. Our DO and PA programs will continue to be national leaders in the training of excellent physicians and physician assistants due to the brilliance and dedication of our students and faculty.

Marc B. Hahn, DO

***U.S. News & World Report* has ranked Texas College of Osteopathic Medicine 29th in the nation for a primary care-focused medical education, one of only two Texas medical schools ranked in the top 50. TCOM has also repeatedly earned recognition from the Texas Academy of Family Physicians for the number of students entering family practice residencies following medical school. During the past five years, almost 70 percent of our graduates have opted for training in one of the areas of primary care, including family practice, pediatrics, general internal medicine and obstetrics/gynecology. Other graduates chose emergency medicine, surgery, anesthesiology or other medical specialties.**



TCOM

“Creating the Physician of Tomorrow through the Quest for Knowledge Today”

TEXAS COLLEGE OF OSTEOPATHIC MEDICINE

Texas College of Osteopathic Medicine is the cornerstone of UNT Health Science Center, one of the nation's distinguished academic medical centers dedicated to education, research and patient care. As the sole source of an osteopathic medical education in Texas, Texas College of Osteopathic Medicine is unique among the state's eight medical schools. TCOM is a state and national leader in training physicians skilled in comprehensive primary care. Almost 65 percent of TCOM's medical students go on to practice primary care medicine, helping reduce the shortage of physicians in our Texas communities. To further address the shortage of medical care providers in rural and underserved communities, TCOM also offers a Master of Physician Assistant Studies program. These mid-level practitioners work under the guidance of physicians in providing preventive and primary health care services to patients.

Our graduates are physicians well prepared to practice all phases of medicine, whether your goal is to be the only family doctor in a small Texas town or one of the nation's top heart transplant surgeons. TCOM graduates already do both.



In fact, TCOM graduates earn spots in some of the most demanding residency programs in the nation, including the Mayo Clinic, Kennedy Memorial Hospital, Yale, The Cleveland Clinic, Baylor College of Medicine, and Scott & White Hospital.



Founded in 1970 as a private medical college, TCOM became a state-supported school under the University of North Texas jurisdiction in 1975. In response to TCOM's remarkable growth and its achievements in health care and science, the Texas Legislature re-designated the medical school as a health science center in 1993. TCOM is now one of three schools within the health science center, which includes a Graduate School of Biomedical Sciences and a School of Public Health.

TCOM's faculty are also practicing physicians and researchers, allowing them to keep abreast of the latest advances in medical science and patient care. This knowledge feeds directly into the ongoing curriculum development process. Faculty members have always drawn upon their extensive real-world experience to illustrate concepts and enliven their teaching. This experience is also indispensable in TCOM's development of new, innovative teaching methods.

OUR VISION

- A medical school that offers a state-of-the-art curriculum, dynamic clinical rotations and unique graduate medical education
- A major contributor in clearly defined and well-focused medical research
- A strong clinical program that serves our community through collaborative and entrepreneurial efforts
- An organization that offers leadership to our profession and community

ACADEMIC PROGRAMS

Texas College of Osteopathic Medicine is dedicated to the principles of academic excellence and constantly strives to improve the quality of its academic program.

A primary goal is helping each student develop skills in self-learning and self-evaluation that will be necessary during formal education and throughout a professional career.

Emphasis is placed on learning activities that help each student interact effectively with peers and promote cooperative relationships with others in the health professions.

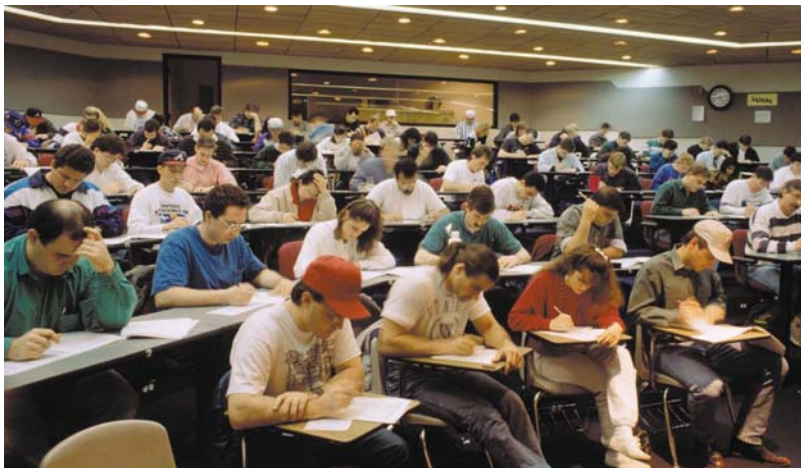
Teaching critical thinking and helping each student develop the skills required to make decisions in the clinical setting are central to all educational activities in the curriculum.



Doctor of Osteopathic Medicine Degree Program

The Texas College of Osteopathic Medicine curriculum is a four-year program leading to the degree of doctor of osteopathic medicine. Emphasis is placed on the identification and treatment of illnesses, promotion of health and wellness in patients, and treatment of each patient in the context of a wide variety of factors that influence health.

TCOM's curriculum is designed to help students integrate the basic and clinical sciences, further develop their ability to diagnose illness, and increase their understanding of the context within which medicine is practiced. Instruction in the first two years is presented according to organ systems of the body. TCOM is also dramatically increasing the use of instruction based on clinical cases. Instructors use an audience response system to quiz students on their understanding of diagnosis and pathophysiology in clinical cases. The



instructional program also contains computer-assisted instruction, small-group teaching, state of the art robotic simulators, specialized workshops and simulated clinical experiences.

Evaluation of student performance is based on objective, structured clinical examinations, competency-based assessments, observational techniques and standard written tests.

Beginning with the first semester, students are placed in a variety of

clinics and agencies to help them become familiar with the many facets of community health care and the health problems that will play a role in their lives as health care providers. These assignments provide a gradual transition from classroom to clinical settings.

Physician Assistant Studies Program

The Master of Physician Assistant Studies program provides an exemplary education to physician assistant students planning for careers in primary health care, teaching and research. As members of the health care team, our graduates are academically and clinically prepared to provide preventive and primary health care services to patients, particularly those in underserved rural and urban settings.

The program is based on a medical model of education that fosters early physician PA teamwork through the judicious integration of scientific and clinical education in a setting that brings together PA students and medical students.

In addition to the basic clinical competencies required to practice as a physician assistant, the master's-level program increases the emphasis on prevention and public health, with additional study in epidemiology, biostatistics, underserved patient populations, education and clinically relevant research. Students will be trained for advanced clinical knowledge and skills, such as designing and implementing research, analyzing outcomes, and making clinical decisions based on population-based studies.

Joint and Accelerated Programs

UNT Health Science Center offers several joint and accelerated programs to meet the wide range of student needs and career goals.

The DO/PhD Medical Scientist Training Program and DO/MS dual-degree program are offered in conjunction with UNT Health Science Center's Graduate School of Biomedical Sciences. Students may choose to conduct research in a wide range of basic science disciplines to complement their medical interests, including cell biology and genetics, biochemistry and molecular biology, microbiology and immunology, physiology, and pharmacology and neuroscience.

A joint DO/MPH degree program offered in conjunction with the School of Public Health provides future osteopathic physicians with specialized training to develop, integrate and apply culturally competent social, psychological and biomedical approaches to the promotion and preservation of health.

TCOM also offers an accelerated baccalaureate/osteopathic physician program with the University of North Texas in Denton, The University of Texas at Dallas and The University of Texas at Arlington where students can earn both their baccalaureate and DO degrees in seven years instead of the usual eight.

Qualified students earn a bachelor's degree after successfully completing three years at UNT, UTD or UTA and the first year at TCOM. Upon completion of the final three years in the TCOM curriculum and all graduation requirements, students earn their doctor of osteopathic medicine degree.

Students in any of the seven-year combined Bachelor's/DO programs may select the option of also completing the MPH degree by adding one additional year to their program.

Postgraduate Training

TCOM firmly endorses the completion of at least three years of postgraduate training following the doctor of osteopathic medicine degree program. All internship and residency programs sponsored by TCOM are affiliated with the Texas Osteopathic Postdoctoral Training Institutions (OPTI), a consortium of hospitals working with TCOM to provide quality osteopathic graduate education opportunities within the state.

Student Focus

UNT Health Science Center strives to address the diverse needs of all students throughout their association with the institution. Through the institution's Division of Student Affairs, students are provided with co-curricular and extracurricular programs, activities, and services to facilitate their academic training, professional growth and personal development. Student Affairs works in conjunction with the entire academic community to place an emphasis on student learning and to create a seamless learning environment between in- and out-of-class experiences for students.



Division of Student Affairs

Student Affairs oversees issues that are relevant to all DO, GSBS, SPH, and PA students from pre-enrollment through graduation. The division provides co-curricular and extra-curricular services, programs, and activities to facilitate students' academic training, personal growth, and professional development. Student Affairs assists the administration of UNT Health Science Center in interpreting students' individual needs. In turn, this creates an atmosphere that not only stimulates the learning process, but also integrates extra-curricular and co-curricular experiences into the formal educational programs.

Student Affairs is comprised of the following departments: Office of Student Affairs, Office of Academic Support (OASIS), Registrar's Office, Financial Aid Office, and Student Development Office and International Student Services. The division supports the mission of the UNT Health Science Center by implementing the following goals:

- Manage student enrollment through recruitment, retention, and career development strategies that result in graduates who possess the ability to succeed in their chosen profession.
- Promote the professional and personal development of all students.
- Support consistent development, creation, and implementation of institutional policies and guidelines in order to ensure student success.
- Promote positive communication that demonstrates a professional, caring, and supportive atmosphere for prospective students, enrolled students, and alumni.

Student Affairs Department

Office of Student Affairs

- Encourages students to participate in a variety of UNT Health Science Center enrichment programs.
- Provides academic and career counseling services to all students (please note that *personal counseling* referrals for students are available through the Student EAP at 817-339-8936).
- Participates in the interpretation of institutional regulations and policies pertaining to both academic and non-academic student matters.
- Oversees student discipline and intervention programs.
- Assists students in completion the required paperwork and notifying appropriate faculty regarding emergent issues, such as excused absences.

For more information please feel free to contact our office at: 817-735-2505 (EAD-246).

Office of Academic Support Services (OASIS)

- Provides services to enhance the academic success of all students.
- Helps students manage living expenses and the costs of their educational program.
- Provides financial planning opportunities, referrals, and resources to students.

For more information about these services, please contact OASIS at 817-735-2409 or 817-735-2407, or visit the website at: www.hsc.unt.edu/departments/Oasis.

Financial Aid Office

- Provides students with financial assistance.
- Helps students manage living expenses and the costs of their educational program.
- Provides financial planning opportunities, referrals, and resources to students.

For more information about these services, please contact the Financial Aid Office at 817-735-2520 or 817-735-2627, or visit the website at: www.hsc.unt.edu/departments/financialaid.

Registrar's Office

- Oversees student enrollment and registration.
- Issues official transcripts and other educational records.
- Certifies enrollment and eligibility for veterans' benefits.
- Maintains students records including address and name changes.
- Coordinates major campus events such as convocation and commencement.

For more information about these services, please contact the Registrar's Office at 817-735-2201 or 817-735-2202, or visit the website at: www.hsc.unt.edu/departments/registrar.

Student Development Office

- Coordinates programs and activities that promote the intellectual, professional, moral, social, physical, and emotional development of all students.
- Coordinates the student activity calendar, assists in student-sponsored events, helps with the registration process, and assists in fiscal management of clubs and classes.
- Assists organizations with leadership development and the planning of activities and events.
- Provides students and prospective students with information on housing, childcare and employment opportunities in Fort Worth.

For more information about these services, please contact the Student Development Office at 817-735-5006, or visit the website at: www.hsc.unt.edu/departments/sdo.

Student Activities

Student Organizations

- There are many organizations on the UNT Health Science Center campus that represent a variety of interests within the health professions community. In cooperation with the Student Development Office, the health science center sponsors programs and activities that promote the intellectual, professional, social, physical, and emotional development of all students. These organizations provide students with leadership opportunities at the local, regional, and national levels. There are over thirty active student organizations and four student government bodies on campus.

For more information about student organizations and student government, please contact the Student Development Office at 817-735-5006.

How to Schedule Events

Student organizations are required to schedule events, seminars, programs and lectures through the Student Development Office. Please contact the Student Development Office at 817-735-5006 for more information, or to schedule a room.

ACCREDITATION

The University of North Texas Health Science Center at Fort Worth is approved by the Texas Higher Education Coordinating Board and is a member of the Alliance for Higher Education, the Association of Academic Health Centers, the Council for the Advancement and Support of Education and the Council of Graduate Schools.

The University of North Texas Health Science Center at Fort Worth is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award master's and doctoral degrees. The Texas College of Osteopathic Medicine has received accreditation from the AOA Bureau of Professional Education of the American Osteopathic Association, which is the recognized accrediting agency for the approval of colleges preparing osteopathic physicians. The address and phone number of the accrediting agency are: Secretary, AOA Bureau of Professional Education; American Osteopathic Association; 142 East Ontario Street; Chicago, IL 60611; Telephone 312-202-8049; FAX 312-202-8202. TCOM is approved by the Texas State Board of Medical Examiners and is a member of the American Association of Colleges of Osteopathic Medicine. Accreditation was granted to the University of North Texas Health Science Center Physician Assistant Studies Program by the Committee on Accreditation of Allied Health Education Programs in April 1999. Program graduates are eligible to sit for national certifying examinations.

For further information regarding the institution's accreditation's and state approval or to review related documents, contact the Office of Educational Affairs, Education and Administration Building, room 416B, 817-735-2510.

2004-2005 ACADEMIC CALENDAR

Fall 2004

June 21, 2004

Year 3 D.O. Students begin
Clinical Skills

July 5, 2004

Clinical clerkships begin for
Year 3 D.O. students

July 5, 2004

Registration for Years 1 and 2
D.O. students

July 26-30, 2004

Orientation for Year 1 D.O.
students

August 2, 2004

First day of fall classes for
Years 1 and 2 D.O. students

August 6, 2004

Last day for Years 1 and 2 D.O.
students to register for classes

August 20, 2004

Ranchland

August 24-25, 2004**

Scheduled administration of
Level II: Comprehensive
Osteopathic Medical Licensing
Examination (COMLEX)

August 27, 2004

Last day for Years 1 and 2 D.O.
students to withdraw with
partial refund of tuition and
fees

September 6, 2004

Labor Day Holiday*

September 17, 2004

White Coat Ceremony

September 18, 2004

Family Day

October 13-14, 2004**

Scheduled administration of
Level I: COMLEX (make-up)

November 25-26, 2004

Thanksgiving Holiday*

December 7-8, 2004**

Scheduled administration of
Level III: COMLEX (off
campus)

December 17, 2004

End of Semesters 1 and 3 D.O.
program.

December 23, 2004

Electronic submission of grades
are due to Registrar

December 24-31, 2004

Winter Holiday*

Spring 2005

January 3, 2005

First day of spring classes for
Years 2 and 2 D.O. students

January 11-12, 2005**

Scheduled administration of
Level II: COMLEX

January 17, 2005

Martin Luther King Jr.
Holiday*

January 28, 2005

Last day for Years 1 and 2 D.O.
students to withdraw with
partial refund

February 5, 2005**

Manipulative Medicine Exam,
Year 2 D.O. students

February 5, 2005**

Comprehensive Basic Science
Exam, Year 2 D.O. Students

March 14-18, 2005

Spring Break*

April 8, 2005

Research Appreciation Day

May 9, 2005

First day of Correlative Basic
Science and Clinical Medicine
Review for Year 2 D.O.
students

May 13, 2005

Last day of classes for Year 4
D.O. students

Summer 2005

May 21, 2005

Commencement, Class of 2005
D.O. students

May 30, 2005

Memorial Day Holiday*

June 6, 2005

Last day of classes for Year 2
D.O. students

June 7-8, 2005**

Scheduled administration of
Level I: COMLEX

June 10, 2005

Electronic submission of spring
grades for Year 2 D.O. students
are due to Registrar

June 14-15, 2005**

Scheduled administration of
Level III: COMLEX

July 1, 2005

Last day of classes for Year 1
D.O. students

July 8, 2005

Electronic submission of spring
grades for Year 1 D.O. students
are due to Registrar

* Please note that holidays may vary for students of rotation and for members of the faculty and staff.

** Examination dates are subject to change with reasonable notice.

TCOM

Texas College of
Osteopathic Medicine

COURSE LISTINGS



2004 - 2005 CATALOG

Doctor of Osteopathic Medicine Degree Program

Admissions and Outreach

E-mail: TCOMAdmissions@hsc.unt.edu Phone: 817-735-2204 or 800-535-TCOM Fax: 817-735-2225 www.hsc.unt.edu

Admission into the Texas College of Osteopathic Medicine is selective. Each year, TCOM admits approximately 125 students that demonstrate both the academic ability and personal characteristics to become skilled osteopathic physicians. The Office of Admissions and Outreach, located in Education and Administration Building room 247, provides advising, tours, application processing and other related assistance. TCOM encourages potential applicants to use these services in order to assist them in making informed decisions about pursuing a career in osteopathic medicine.

Admission Requirements

To be considered for admission to the DO degree program at the Texas College of Osteopathic Medicine (TCOM), an applicant must meet the minimum academic and test score requirements.

A minimum of three years of college (90 semester hours or the equivalent number of quarter hours) at a regionally accredited U.S. college or university is required. Strong preference will be given to applicants who have earned a bachelor's degree before matriculation. The following college-level prerequisite course work is required for admission:

- **Biology:** (at least 12 credits of course work and 2 credits of laboratory course work) Includes all Biology courses applied toward a baccalaureate degree in a traditional science field. This includes courses in General Biology, Zoology, Botany, Microbiology, Anatomy and Physiology, Entomology, Pathophysiology, Marine Biology and Herpetology. Courses for non-science or health career majors (Nursing, Pharmacy or Allied Health) are not acceptable towards the prerequisite requirements.
- **Chemistry:** (a minimum of 6 credit hours work and 2 credits of laboratory course work) These must be courses that are applied toward a baccalaureate degree in any traditional science field. These courses should provide familiarity with analytic and volumetric techniques. Inorganic courses include: General Chemistry, Physical Chemistry and Quantitative Analysis. Courses for non-science or health career majors (Nursing, Pharmacy or Allied Health) are not acceptable towards the prerequisite requirements.
- **Physics:** (a minimum of 6 credit hours of course work and 2 credits of laboratory course work) This includes all physics courses applied toward a baccalaureate degree in any traditional science field. Courses for non-science or health career majors (Nursing, Pharmacy or Allied Health) are not acceptable toward the prerequisite requirements.
- **Mathematics:** One semester course of math-based Calculus or Statistics is required. Pre-calculus is not acceptable in meeting this requirement.
- **English:** (two 3-credit courses) Any course accredited (approved) by the English Department that fulfills the general education English requirement of a baccalaureate degree will meet this requirement. Remedial or developmental courses or "English As a Second Language: courses are not acceptable.
- **Foreign Coursework:** Applicants must complete at least 90 undergraduate credit hours at an accredited U.S. or Canadian college or university. Transfer credit from a school outside the U.S. or Canada may apply to this requirement only if the individual courses appear on the transcript of an accredited U.S. or Canada college or university - lump sum credit is not allowed. - Prescribed pre-medical/pre-dental courses must be taken at an accredited U.S. or Canadian college or University. Transfer credit from a school outside the U.S. or Canada will not apply to the prescribed

course requirement. State law requires that academic work taken at foreign colleges, universities or preparatory schools be excluded from the calculation of the grade point average for students seeking admission to graduate or post-baccalaureate professional school.

The Medical College Admissions Test (MCAT)

While any MCAT taken within the past five years will be considered, the Admissions Committee places greater weight on those taken within the past three years. The MCAT is administered nationwide in April and August of each year. Applicants are strongly encouraged to take the April test in the year before possible matriculation. Results from the August MCAT will delay completion of the application.

To register for the MCAT, contact:
Medical College Admission Test Program Office
P.O. Box 4056 Iowa City, IA 52243-4056
Phone: 319-337-1357
<http://www.aamc.org/students/mcat/start.htm>

Admission Procedures

TCOM requires both a primary and secondary application. Only completed applications are considered for admission. Applicants should carefully read all of the information about the process.

Primary Application

TCOM participates in the Texas Medical and Dental Schools Application Service (TMDSAS) located in Austin, Texas. TMDSAS accepts applications between May 1 and November 1 of the year prior to matriculation. Early applications are strongly encouraged. The primary application can be completed and submitted electronically through the TMDSAS web site at:
<http://www.utsystem.edu/tmdsas/>

The processing of an application may be delayed if either the grades from prerequisite courses or the MCAT scores are not included at the time of application.

Official transcripts from all prior college-level course work and MCAT scores must also be submitted to the application service. In addition, TMDSAS requires that an applicant's premedical/health professions advisory committee submit a written evaluation directly to the service.

Letters from two (2) people who are familiar with an applicant may satisfy this requirement if no advisory committee is available. The letters should be from faculty members and/or an advisor who can assess the applicant's suitability for medical school.

For more information, please contact:
Texas Medical and Dental Schools Application Service
702 Colorado, Suite 6.400
Austin, TX 78701
Phone: 512-499-4785
Fax: 512-499-4786

<http://www.utsystem.edu/tmdsas/>

Secondary Application

TCOM requires completion of its own web-based secondary application that is completed and submitted electronically through a link on the UNTHSC website at <http://www.hsc.unt.edu>. There is no additional fee for processing this application. In addition to the secondary application, applicants are strongly encouraged to submit a letter of evaluation from an osteopathic physician familiar with the applicant (please note - this is recommended but NOT required). The physician may submit this letter of evaluation directly to TCOM if it is not already included in the advisory committee evaluation.

Additional Recommendations

If no advisory committee is available to submit a composite report, then a third letter of recommendation is required for admission. A third letter sent to TCOM or the letter from an osteopathic physician may fulfill this requirement.

Interviews

Only selected applicants will be invited to interview. Interviews are conducted at the University of North Texas Health Science Center located in Fort Worth. Applicants will tour the school, have lunch with current medical students and hear a financial aid presentation. Interviewees may also sit in on medical school classes held that day.

Applicant Selection

The Medical Student Admissions Committee looks favorably upon students that demonstrate the greatest promise to become skilled and caring osteopathic physicians. Applicants are evaluated upon their personal integrity, compassion, maturity, interpersonal communication skills, creativity, and motivation for pursuing a medical career.

Applicants are further evaluated on their ability to work cooperatively and their dedication to service towards others. These qualities and attributes are evaluated by several means, including letters of evaluation, the scope and nature of extracurricular and service activities, the breadth of an applicant's undergraduate education, and personal interviews. All aspects of the entire academic record, including trends in scholastic performance, are examined. Personal experiences, socioeconomic background, job history (if applicable) and motivation to become an osteopathic physician are considered as well. The State of Texas requires that 90 percent of each matriculating medical school class at TCOM be Texas residents. Up to 10 percent of each entering class may be filled with nonresidents with outstanding credentials. An alien living in the United States under a visa permitting permanent residence or who has filed with proper federal immigration authorities a declaration of intention to become a citizen has the same privilege of qualifying for Texas residency as do citizens of the United States. There is no prejudice for or against any applicant who reappplies for admission. If possible, such applicants are encouraged to identify any liabilities and rectify them before reapplying. Applicants who are not accepted have the opportunity to review their application with an admissions officer in an effort to identify ways to become more competitive. TCOM participates in the TMDSAS match process. Initial offers of acceptance are made on February 1 and continue on a rolling basis until all the seats are filled.

Early Decision Program

Applicants who have outstanding credentials and have a preference for TCOM may apply through the Early Decision Program (EDP), which can greatly reduce the financial costs and psychological burdens of applying to several schools. To apply for the EDP, simply check "yes" for the UNTHSC-TCOM Early Decision Program and "no" for all other schools on the TMDSAS

application. The deadline for EDP application is August 1. All EDP decisions are made by October 1. Any applicant that is accepted through the EDP process must attend TCOM. An applicant that is not accepted through the EDP is free to apply to other schools for regular admission consideration.

Deferment

Any accepted applicant may request a deferment of entry for one academic year. The applicant must make the request prior to June 1, sign a deferment assurance statement and submit a deposit to hold a seat in the next class.

Texas Residency

The rules and regulations for determining residency status are set forth by the Texas Higher Education Coordinating Board. Residency is based upon the student's status on registration day. Questions regarding these requirements may be referred to the Office of Student Affairs. An alien living in the United States under a visa permitting permanent residence, or one who has filed a declaration of intention to become a citizen with the proper federal authorities, has the same privilege of qualifying for Texas residency status for tuition purposes as does a U.S. citizen.

Physical Examination

A physical examination form is sent to each accepted applicant. This form must be completed by the applicant's physician, or, if the applicant chooses, the physical examination may be performed by a physician at TCOM's Central Family Practice Clinic. The only charge for the examination at the TCOM clinic is the cost of laboratory fees.

Admission in Advanced Standing (Transfer)

Students enrolled in fully accredited United States medical colleges may be considered for advanced standing admission to the third year of medical studies at the Texas College of Osteopathic Medicine. Students must demonstrate both the completion and equivalency of a medical school curriculum equivalent to the first two years of medical education at TCOM. The applicant must have valid personal reasons for transfer, have maintained good academic standing, be well qualified in every respect including academic performance, met all other requirements for admission and be eligible for continuation. Admission is competitive and depends upon space availability.

Guidelines for Eligibility

- An applicant who has been dismissed from or has withdrawn from another medical college for academic reasons will NOT be considered for advanced standing.
- An applicant who had previously applied to TCOM for admission as a first year student and was not accepted will be considered for advanced standing only if academic performance in medical school has been distinguished as determined by the Admissions Committee.
- An applicant who has taken all premedical or medical studies at foreign institutions, including the medical schools located in the Caribbean region, will NOT be considered for admission in advanced standing.
- Applicants from related professions, such as dentistry, or those who have completed the related basic sciences as a graduate or health professional student are considered for admission only to the first year medical class, regardless of the degree held.

Preliminary Requirements

Before any application for admission in advanced standing is processed, an applicant must first submit the following information:

- A letter explaining their reason(s) for requesting admission into the third year;
- Official transcripts of all medical school coursework;
- The dates and outcome of any previous applications to TCOM.

Applicants must demonstrate that they have or will have completed the same two-year curricular content as that required of third year medical students at TCOM, including clinical science and osteopathic clinical courses. If any of these requirements are not met, the application will be denied and further processing will be terminated.

Requirements

Applicants who meet all preliminary requirements and the stated guidelines for eligibility will be invited to submit all of the following required materials and information for full consideration as an applicant for admission in advanced standing:

- A completed application obtained from the Office of Admissions and Outreach and filing fee of \$100. The deadline for receipt of applications in January 1 of the year of proposed matriculation. All necessary supporting documents must be received by

January 15. Incomplete applications will be withdrawn from further consideration. No exceptions will be made.

- Official transcripts from all undergraduate colleges, graduate schools and medical colleges. Official transcripts of the most recent medical school studies completed are needed first. Copies of transcripts are not acceptable.
- A letter of evaluation from the dean of students at the medical school the applicant currently attends. This letter must indicate that the dean of the school has given full approval for the application for transfer.
- Passing scores on all external medical examinations taken (COMLES, USMLE). Official test results should be sent directly to the Office of Admissions and Outreach from the testing boards. Applicant should indicate when examinations are to be taken if no scores are available.
- A personal statement of reasons for applying for admission in advanced standing. This statement should be addressed to the Admissions Committee.
- A personal interview. Applicants who are under serious consideration are invited to the health science center for personal interviews at the discretion of the Admissions Committee.

The Admissions Committee will consider only applications that are complete in every aspect and that are received on or before January 1.

New Admissions Policy and Selection Criteria (Beginning, Fall 2006)

Effective for the entering class of 2006, the Doctor of Osteopathic Medicine (D.O.) program at the University of North Texas Health Science Center--Texas College of Osteopathic Medicine will use the following policy and guidelines in the admission of incoming students as approved by the Board of Regents during their May 20, 2004 meeting.

Applicant Selection

Each year, the Admissions Committee looks for students who demonstrate the greatest promise of becoming skilled osteopathic physicians. Applicants will be evaluated on their personal integrity, compassion, maturity, interpersonal and communication skills, creativity, motivation for and interest in a medical career, ability to work cooperatively and dedication to service of others.

These qualities and attributes will be evaluated by several means, including letters of evaluation, the scope and nature of extracurricular activities, the breadth of the undergraduate education and personal interviews. All aspects of the entire academic record, including trends in scholastic performance, will be examined. Personal experiences, job history (if applicable) and motivation to become an osteopathic physician will also be considered.

As a state-supported medical school, TCOM is required to admit 90 percent Texas residents for each entering class. Up to 10 percent of each entering class may be filled with non-residents with outstanding credentials. An alien living in the United States under a visa permitting permanent residence or who has filed with the proper federal immigration authorities a declaration of intention to become a citizen has the same privilege of qualifying for Texas residency as do citizens of the United States.

There is no prejudice for or against any applicant who reapplies for admission. If possible, such applicants are encouraged to identify any deficiencies and rectify them before reapplying. Applicants who are not accepted have the opportunity to review their application with an admissions officer in an effort to identify ways to improve their competitiveness.

Committee scores are assigned to each application that is Accepted or placed on an Alternate list to be reviewed again at a later meeting. This score is used to rank applicants for the Match and, after the Match, the Wait List. Because this score affects the ultimate status of the applicant, careful consideration must be given to each applicant when assigning a score.

The score is derived by assessing both the cognitive and non-cognitive values of the applicant. Committee members will submit an individual score for each applicant at the meeting. The applicant's score is the mean among those members who scored the application. Applicants accepted by the committee will be submitted to the Dean for final approval. Applicants approved by the Dean will be placed on the Texas Medical School Admissions Match List in rank order based on the Admissions Committee's score. Scores range from 1 to 10, with 10 being the highest (Cognitive values: 5 Non-cognitive values: 5). Decimal values may be given. The following

variables are assessed when an applicant is scored:

Admissions Criteria for D.O. Admissions (effective, entering class of 2006)	
Cognitive Values	Academic performance as an undergraduate student; Academic performance as a graduate student; Academic performance while attending high school; Scores on the Medical College Admission Test (MCAT)
Non-cognitive Values	Interviews scores; Geographic diversity; Socioeconomic background; Commitment to the field of study; Availability of members of the osteopathic profession while the applicant attended elementary and secondary school; First generation to go to college; Letters of evaluation; Contributes to the diversity of the class

Health and Technical Standards

All candidates must meet health and technical standards to be admitted and to participate in the medical education programs of TCOM. Because the doctor of osteopathic medicine (DO) degree signifies that the holder is a physician prepared for entry into the practice of medicine within postgraduate training programs, it follows that the graduates must have the knowledge and skills to function in a broad variety of clinical situations and be able to provide a wide spectrum of patient care.

A candidate for the DO degree must have abilities and skills in five areas: observation; communication; motor; conceptual, integrative and quantitative; and behavioral and social. Reasonable accommodations will be made as required by law, however, the candidate must be able to meet all technical standards with or without reasonable accommodation. The use of a trained intermediary means that a candidate's judgment must be mediated by someone else's power of selection and observation and is not a permissible accommodation.

- Observation: The candidate must be able to observe demonstrations and experiments in the basic sciences including, but not limited to, physiologic and pharmacologic demonstrations in animals, microbiologic cultures and microscopic studies of microorganisms, and tissues in normal and pathologic states. A candidate must be able

to observe a patient accurately at a distance and close at hand. Observation requires the functional use of the sense of vision and somatic sensations. It is enhanced by the functional use of the sense of smell.

- **Communication:** A candidate should be able to speak, hear and observe the patients in order to elicit information; describe changes in mood, activity and posture; and perceive nonverbal communications. A candidate must be able to communicate effectively and sensitively with patients. Communication includes not only speech but also reading and writing. The candidate must be able to communicate effectively and efficiently in verbal and written form with all members of the health care team.
- **Motor:** Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion and other diagnostic and therapeutic maneuvers. A candidate should be able to do basic laboratory tests (urinalysis, CBC, etc.), carry out diagnostic procedures endoscopy, paracentesis, etc.), and read EKGs and X-rays. A candidate should be able to execute motor movements reasonably required to provide general care, osteopathic manipulation and emergency treatment to patients. Examples of emergency treatment reasonably required of physicians are cardiopulmonary resuscitation, the administration of intravenous medication, the application of pressure to stop bleeding, the opening of obstructed airways, the suturing of simple wounds and the performance of simple obstetrical maneuvers. Such actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.
- **Intellectual:** conceptual, integrative and quantitative abilities, including measurement, calculations, reasoning, analysis and synthesis. Problem solving, the critical skill demanded of physicians, requires all of these intellectual abilities. In addition, candidates should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.
- **Behavior and Social Attributes:** Candidates must have the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of patients and the

development of mature, sensitive and effective relationships with patients. Candidates must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that will be assessed during the admission and education processes.

Curriculum

TCOM's administration and faculty are committed to a curriculum that prepares graduating physicians to increasingly transfer their clinical efforts from:

- therapy to prevention; that is, from remedial medicine to prophylactic medicine.
- late-stage disease to early departure from health.
- pathologic medicine to physiologic medicine, in order to help patients achieve and continue on their best physiologic path.
- treating disease to teaching healthful living, especially by example.
- intervention in the biologic processes to the search for optimal operation by improving the conditions in which they function.
- a focus on parts of the body to a focus on the total person as the context in which the parts operate.
- the physician to the patient as the source of health and the agent of cure.
- a preoccupation with disease processes to concern about disease origins; that is, from causes of diseases to the factors that permit them to become causes.
- specificity and multiplicity of diseases to susceptibility to illness in general.
- acute, crisis and episodic treatment to long-term treatment.
- addressing acute episodic problems in isolation to dealing with them in the context of the total life and health of the patient.
- an emphasis on depersonalized technology to a heightened awareness of human values and individual uniqueness.

These transfers of emphasis are not an abandonment of one kind of clinical objective for another. In the face of existing and accumulating disease and disablement, it is essential to

adequately prepare students for acute, crisis and episodic care, as well as prevention.

The goals of TCOM's educational program are broad, and implementation of these goals in the curriculum is a continual process. Fundamental changes are being made in curriculum design and teaching-learning processes, composition and roles of the faculty, student selection, educational facilities and resources and most important, the attitudes and professional qualifications of TCOM graduates.

Semester Credit Hours

One semester credit hour (SCH) is assigned to each 16 hours of scheduled student activity, including examinations. Students receive four semester credit hours for each four-week rotation.

Course Numbers

The three or four digits of a course number assist in identifying the type of course, course series and semester in which it is taught.

The first number 7 indicates a required core clinical clerkship rotation; 8, an elective clerkship rotation; and 9, an interdepartmental or other special course. The second digit indicates the semester the course begins, from 1 for the first semester of the first year to 8 for the second semester of the fourth year. The third and/or fourth digits are sequential numbers for course identification.

Most of the courses listed are taught cooperatively by faculty from several departments. Interdisciplinary teaching is encouraged throughout the curriculum.

Tuition, Fees and Other Charges 2004-2005

Tuition

Texas Resident:	\$6,550 per academic year
Non-Resident:	\$19,650 per academic year
Estimated expenses for 11 months:	\$31,205 (includes Texas-resident tuition, fees, for a single first-year student: supplies, room and board, transportation and personal expenses)

Fees

Designated Tuition:	\$2,800 per academic year
Student Service Fee:	\$300 per academic year
Gross Anatomy Course Fee:	\$225 per academic year
Medical Service Fee:	\$200 per academic year
Medical Malpractice Fee:	\$200 per academic year
Student Center Fee:	\$30 per academic year
Library Use Fee:	\$150 per academic year
Copy Card Fee:	\$150 per academic year
Activity Center Fee:	\$75 per academic year
Course Fee:	\$100 per academic year for first and second year students (Note: \$250 for third and fourth year students)
Laboratory Fee:	\$25 per academic year for first and second year students
Matriculation Fee:	\$25 for first year students
Board Review Fee:	\$750 for second year students
Graduation Fee:	\$100 for fourth year students
Student Identification Card:	\$5 one time charge
Clinic/Lab Coat Fee:	\$30 one time charge for first year students

Other Charges

Late Registration Fee:	\$25
Late Tuition Payment Fee:	\$15 per month to be applied as of the first day of the month following each beginning semester date
Installment Payment Plan Fee:	\$15
ID Card Replacement Fee:	\$15
Transcript Fee:	\$4 per copy. The first TCOM transcript is free.
Photocopy Fee for Diploma:	\$15 per copy
Returned Check Service Charge:	Any check returned to the college must be redeemed by the person writing the check. A service charge of \$5 must be paid.
Special Examinations:	These are based on the charge of the examining body or agency at the time of the examination (these include but are not limited to CBSE, COMLEX, Subject Exams, BLS and ACLS).
Parking Fee (Optional):	\$80

**Course of Study: Class of 2008
Curriculum Overview**

Semesters 1 and 2 include 80 percent basic science and 20 percent clinical science instruction and are devoted to learning the preclinical sciences in the context of patients' clinical problems. The first 6 weeks address basic knowledge in cell and molecular biology, biochemistry, osteopathic manipulative medicine and clinical medicine. Students then move through a sequence of seven organ system courses, in which the content of the basic sciences is organized around normal human structure, functions and clinical problems affecting each organ system. The final course in the first year curriculum involves the study of the mechanisms of disease.

Semesters 3 and 4 are 80 percent clinical science and 20 percent basic science instruction and are devoted to learning the clinical sciences and osteopathic manipulative medicine and their relationship to basic science. This time the focus is on abnormal structure and functions in each of nine organ systems.

The next 23 months consist of clerkship rotations and preceptorship assignments. Each student rotates through a series of core clinical clerkships. These clinical rotations are scheduled in TCOM teaching hospitals, TCOM clinics and physicians' offices in or near the Fort Worth/Dallas area, or at other affiliated hospitals throughout the state of Texas. The remaining time is spent in elective clerkships.

Please note: the length, distribution and sequencing of courses and clerkships are subject to change from what is listed in this catalog. The most current clerkship information is available in the Office of Clinical Affairs.

Semester 8 includes a two-week period of on-campus clinical and classroom activities to round out each student's education.

Sequence of Courses**Year 1, Semester 1**

Cellular Science
Musculoskeletal and Skin System 1
Nervous System 1
Endocrine System 1
Clinical Medicine 1
Osteopathic Manipulative Medicine 1

Year 1, Semester 2

Cardiopulmonary System 1
Gastrointestinal System 1
Renal System 1
Reproductive System 1
Mechanisms of Disease 1 & 2
Clinical Medicine 2
Osteopathic Manipulative Medicine 2

Year 2, Semester 3

Fundamentals of Treatment
Fundamentals of Behavioral Science
Hematopoietic System 2
Renal System 2
Cardiovascular System 2
Respiratory System 2
Clinical Medicine 3
Osteopathic Manipulative Medicine 3

Year 2, Semester 4

Endocrine System 2
Reproductive System 2
Nervous System 2
Gastrointestinal System 2
Musculoskeletal and Skin System 2
Clinical Medicine 4
Osteopathic Manipulative Medicine 4

The required Comprehensive Basic Science Examination is administered during Semester 4. A three week block is used to prepare for national board examination.

Year 3, Semesters 5 and 6, and Year 4, Semester 7**Core Clerkships**

Family Medicine (8 weeks)
Primary Care Partnership selective (4 weeks)
Internal Medicine (8 weeks)
Subspecialty Internal Medicine (4 weeks)
Manipulative Medicine (4 weeks)
Mental Health (4 weeks)
Obstetrics and Gynecology (6 weeks)
Pediatrics (6 weeks)
Surgery (8 weeks)
Clinical Skills (2 weeks)
Geriatrics (4 weeks)
Emergency Medicine (4 weeks)
Elective Clerkships (24 weeks)

Year 4, Semester 8 (2 weeks)

Medical
Jurisprudence
Selective
Clerkships
TBD

Course Descriptions

Phase Directors:

Patricia Gwartz, PhD, Year 1

Michael Oglesby, PhD, Year 2

John Bowling, DO, Integrated Clinical Experiences

Year 1

9110. Cellular Science

Andras Lacko, PhD, Course Director: Students learn to understand the structure and function of the human body's most basic constituents and the role of these components in normal body function and pathological processes. Major elements of the course include key concepts in biochemistry and cell and molecular biology. (7 SCH, Year 1, Semester 1.)

9150. Clinical Medicine 1

Thomas Dayberry, PhD, DO, Mark Sanders, DO, Co-Course Directors: This course is taught longitudinally during semester 1, with integration occurring during the systems courses. The goal of this course is to provide educational experiences that will help the student develop interviewing and physical examination skills. This is taught in a small group lab setting with practical hands-on learning experiences. In addition to this knowledge, the student will be introduced to issues of culture, ethics, faith and community as he/she explores various topics in small group situations. During this course the student is introduced to prevention in clinical practice and will learn appropriate use of medical diagnostic instruments. (4 SCH, Year 1, Semester 1.)

9100. Osteopathic Manipulative Medicine 1

Jerry Dickey, DO, Course Director: This course is an introduction to osteopathic medicine, the osteopathic model, somatic dysfunction, palpation, and direct and indirect treatment methods. (4 SCH, Year 1, Semester 1.)

9280. Mechanisms of Disease 1 & 2

Stephen Putthoff, DO, Course Director: This course provides a bridge between the Year 1 systems courses that emphasize normal physiology and the Year 2 systems courses that emphasize pathophysiology, diagnosis and treatment. This course provides an interdisciplinary approach to fundamental pathophysiologic processes such as cellular pathology, inflammation and tissue repair, diseases of immunity, hemodynamic disorders,

neoplasia and genetic disorders, microbiology/infectious disease/antibiotics, environmental pathophysiology, diseases of infancy and childhood, and vascular disease. (16 SCH, Year 1, Semester 2.)

9290. Clinical Medicine 2

This course is taught longitudinally during semester 2, with integration occurring during the systems courses. The goal of this course is to provide educational experiences that will help the student develop additional interviewing and physical exam skills. This course builds on the concepts learned in Clinical Medicine 1. Like Clinical Medicine 1, this course is taught in a small group lab setting with emphasis on hands-on-learning experiences. In addition, students will participate in health promotion and ethics small group discussions and observe how community agencies support the health care system. During this course the student will have the opportunity to observe and participate in health care in one of our family practice community preceptor offices. (5 SCH, Year 1, Semester 2. Prerequisite: Clinical Medicine 1)

9200. Osteopathic Manipulative Medicine 2

Jerry Dickey, DO, Course Director: This course covers the diagnosis and treatment of the pelvis, the sacrum and lumbar spine, and the diagnosis of the thoracic and cervical spine. (3 SCH, Year 1, Semester 2.)

System 1 Courses

The overall goal of each of the following system 1 courses is for students to gain the knowledge and skills necessary to understand the normal structure and function of the organ system and selected common and/or important illnesses associated with that organ system. Emphasis is placed on the signs and symptoms of diseases affecting the system and the biological processes with which they are associated.

9130. Musculoskeletal and Skin System 1

Harold Sheedlo, PhD, Course Director: (5 SCH, Year 1, Semester 1.)

9140. Nervous System 1

Christopher de Fiebre, PhD, Course Director: (10 SCH, Year 1, Semester 1.)

9260. Endocrine System 1

Robert Wordinger, PhD, Course Director: (2 SCH, Year 1, Semester 1.)

9215. Cardiopulmonary System 1

Michael Smith, PhD, Course Director: (7 SCH, Year 1, Semester 2.)

9240. Gastrointestinal System 1

Patricia Gwartz, PhD, Course Director: (4SCH, Year 1, Semester 2.)

9250. Renal System 1

Robert Mallet, PhD, Course Director: (2 SCH, Year 1, Semester 2.)

9270. Reproductive System 1

Patricia Gwartz, PhD, Course Director: (3 SCH, Year 1, Semester 2.)

Year 2**9310. Fundamentals of Treatment**

Michael Oglesby, PhD, Course Director: This course introduces students to essential concepts related to the treatment of clinical problems across many different organ systems. The course presents approaches to health promotion, disease prevention and therapeutic modalities. It includes basic principles of pharmacology and pharmacology of the autonomic nervous system and introductory aspects of pediatric and geriatric medicine, clinical laboratory testing, and radiology. (3 SCH, Year 2, Semester 3.)

9370. Clinical Medicine 3

John Bowling, DO, Course Director: This course is taught longitudinally during semester 3, with integration occurring within each system course. The goal of this course is to provide educational experiences that will help students develop diagnostic reasoning concepts and enhance the interviewing and physical skills learned in earlier clinical medicine courses. Small group sessions involving practical application of knowledge learned are an integral part of this course. In addition, students will participate in health promotion and ethics small group discussions and observe how community agencies support the health care system. During this course students will have the opportunity to participate in the delivery of health care in one of our family practice community preceptor offices. (5 SCH, Year 2, Semester 3. Prerequisite: Clinical Medicine 2)

9300. Osteopathic Manipulative Medicine 3

Russell Gamber, DO, MPH, Course Director: Treatment of the thoracic spine, cervical spine

and the OA joint; diagnosis and treatment of the ribs. (4 SCH, Year 2, Semester 3)

9450. Clinical Medicine 4

This course is taught longitudinally during semester 4, with integration occurring within each system course. The goal of this course is to provide educational experiences that will help students develop diagnostic reasoning concepts and enhance the interviewing and physical skills learned in earlier clinical medicine courses. Small group sessions involving practical application of knowledge learned are an integral part of this course. In addition, students will participate in health promotion and ethics small group discussions and observe how community agencies support the health care system. During this course students will have the opportunity to participate in the delivery of health care in one of our family practice community preceptor offices. (5 SCH, Year 2, Semester 4. Prerequisite: Clinical Medicine 3)

9400. Osteopathic Manipulative Medicine 4

Russell Gamber, DO, Course Director: Advanced osteopathic treatment methods. (4 SCH, Year 2, Semester 4.)

System 2 Courses

The overall goal of the following system 2 courses is for students to gain the knowledge to understand the pathophysiology of commonly and important clinical problems in each of the organ systems. In addition the basic clinical knowledge and skills necessary for diagnosis and management of common and important diseases and clinical problems is emphasized. The pharmacological approach to treatment is included in each system course.

9330. Cardiovascular System 2

Frederick Schaller, DO, Clinical Content Consultant; Michael Oglesby, PhD, Administrative Course Director: (5 SCH, Year 2, Semester 3.)

9340. Respiratory System 2

Bruce Dubin, DO, JD, Clinical Content Consultant; Michael Oglesby, PhD, Administrative Course Director: (5 SCH, Year 2, Semester 3.)

9350. Musculoskeletal and Skin System 2

Raymond Pertusi, DO, Course Director: (4 SCH, Year 2, Semester 4.)

9360. Endocrine System 2

Craig Spellman, DO, PhD, Clinical Content Consultant; Michael Oglesby, PhD., Administrative Course Director: (3 SCH, Year 2, Semester 4.)

9370 Fundamentals of Behavioral Science

Michael Oglesby, PhD, Administrative Course Director; Alan Podawiltz, DO, Clinical Content Consultant: This course introduces students to essential concepts of human behavior. It includes an introduction to normal development and sexuality, and it also includes study of disorders of personality, thought and emotion. Differential diagnosis of these disorders is emphasized, with particular stress on underlying problems in the central nervous system that mediate these problems. Psychiatric and pharmacologic treatment of these problems is addressed, with emphasis on the behavioral and neuro-chemical principles underlying the efficacy of these treatments. (4 SCH, Year 2, Semester 3.)

9380 Renal System 2

Michael Oglesby, PhD, Course Director (3 SCH, Year 2, Semester 3)

9410. Nervous System 2

William McIntosh, DO, Clinical Content Consultant; Michael Oglesby, PhD, Administrative Course Director: (7 SCH, Year 2, Semester 4.)

9420. Hematopoietic System 2

Linda Cunningham, MD, Course Director: (4 SCH, Year 2, Semester 3.)

9430. Reproductive System 2

Steve Buchanan, DO, Course Director: (5 SCH, Year 2, Semester 4.)

9440. Gastrointestinal System 2

Linda Cunningham, MD, Course Director: (4 SCH, Year 2, Semester 4.)

9450. Correlative Basic Science and Clinical Medicine

Steve Fogoros, Course Director: (6 SCH, Year 2, Semester 4.)

Years 3 & 4

Family Medicine/Primary Care

701. Core Clinical Clerkship in Family Medicine

This course is a required 8-week clinical rotation that must be completed during the third year. Although emphasis is on ambulatory care, students may have the opportunity to follow their assigned patients when inpatient care is required. Students are assigned to faculty family practice clinical practices where they experience continuity of care in family practice. The student is exposed to health care systems (managed care), office management concepts, and practice guidelines with emphasis on clinical application of disease prevention. Weekly small group sessions with selected faculty require students to work as teams to study, discuss and present clinical topics. Emphasis is placed on evidence-based medicine and its application to clinical practice. Rural Track students are assigned to a designated rural community. (8 SCH)

703. Core Clerkship in Emergency Medicine

This is a required four-week rotation in Emergency Medicine. (4 SCH)

714. Core Primary Care Partnership

This course is a four-week clinical clerkship completed during the third or fourth year. The goal of this course is to provide educational experiences within the private sector emphasizing the totality of community-based family practice. This course utilizes community adjunct faculty offices for training sites. (4 SCH)

801. Clinical Clerkship in Family Medicine

This course is a four-week elective that is completed during the fourth year. The goal of this course is to provide educational experiences within the private sector emphasizing the totality of community-based family practice. The student is allowed considerable flexibility in choosing the preceptor for this course. (4 SCH)

803. Clinical Clerkship in Emergency Medicine

An elective four-week rotation in emergency medicine. (4 SCH)

805. Clinical Clerkship in Public Health and Preventive Medicine

An elective four-week rotation in public health/preventive medicine. (4 SCH)

806. Clinical Clerkship in Occupational Medicine

An elective four-week rotation in occupational medicine. (4 SCH)

819. Clinical Clerkship in Sports Medicine/Rehabilitation

An elective four-week rotation in sports medicine and rehabilitation emphasizing the role of the primary care physician in the care of athletes. (4 SCH)

838. Clinical Clerkship in Physical Medicine and Rehabilitation

An elective four-week rotation in sports medicine and physical therapy clinics emphasizing the principles of rehabilitation of musculoskeletal, neurologic and orthopedic conditions. (4 SCH)

725. Core Geriatric Medicine

A required four-week clerkship in geriatric medicine designed to provide the foundation for competent, compassionate care of the older patient.

Internal Medicine

704. Core Clinical Clerkships in Internal Medicine

The clerkship is an eight-week program divided into two four-week sessions. One session is served in the general internal medicine ward service. Under rigorous audit, the clerk is responsible for the care of hospitalized patients. This care includes collection of data from initial evaluation to final disposition. An emphasis is placed on the skills of problem solving (data collection), management, planning and proper record keeping (criteria of evaluations) using thoroughness, reliability, efficiency and logic. Manual skills are learned and reinforced.

The second four-week session is an ambulatory internal medicine rotation. The clerk is exposed to the multiple aspects of outpatient and ambulatory medicine including, but not limited to, rheumatology, neurology, diabetes management, general internal medicine, geriatrics (extended-care facility visits), public health, outpatient hemodialysis and outpatient endoscopy. This session also includes case presentations and lectures on specific topics. Off-campus clerkships are served at affiliated hospitals and are generally based on the classic preceptor/clerkship format. The clerk spends eight weeks in a combined ambulatory and

hospital-based program that has responsibilities and goals similar to the on-campus program. (4 SCH each session)

706. Core Clinical Clerkship in Subspecialty Internal Medicine

A required four-week clerkship in subspecialty internal medicine, including one of the following: pulmonary medicine, gastroenterology, cardiology and rheumatology. The clerk solves problems of actual patients using the data-gathering and processing methods learned in the core medicine clerkship. Physiologic, biochemical and anatomic principles are re-examined within the framework of problem solving. (4 SCH)

711. Core Primary Care Partnership

A four-week clinical clerkship completed during the fourth year. The goal of this course is to provide educational experiences within the private sector that emphasize the totality of a community-based internal medicine practice. (4 SCH)

804. Clinical Clerkship in Internal Medicine

An elective four-week rotation in internal medicine. (4 SCH)

812. Clinical Clerkship in Dermatology

An elective four-week rotation in dermatology. (4 SCH)

821. Clinical Clerkship in Rheumatology

An elective four-week rotation in rheumatology. (4 SCH)

822. Clinical Clerkship in Cardiology

An elective four-week rotation in cardiology. (4 SCH)

823. Clinical Clerkship in Endocrinology

An elective four-week rotation in endocrinology. (4 SCH)

824. Clinical Clerkship in Gastroenterology

An elective four-week rotation in gastroenterology. (4 SCH)

825. Clinical Clerkship in Geriatrics

An elective four-week rotation in geriatrics. (4 SCH)

826. Clinical Clerkship in Hematology/Oncology

An elective four-week rotation in hematology/oncology. (4 SCH)

827. Clinical Clerkship in Infectious Disease

An elective four-week rotation in infectious disease. (4 SCH)

828. Clinical Clerkship in Nephrology

An elective four-week rotation in nephrology. (4 SCH)

829. Clinical Clerkship in Neurology

An elective four-week rotation in neurology. (4 SCH)

830. Clinical Clerkship in Pulmonary Medicine

An elective four-week rotation in pulmonary medicine. (4 SCH)

840. Clinical Clerkship in Hyperbaric Medicine

An elective four-week rotation in hyperbaric medicine. (4 SCH)

842. Clinical Clerkship in Hospital Medicine

An elective four-week rotation consisting of two two-week rotations to be taken consecutively at the same hospital site. With the concurrence of the hospital and appropriate health science center approval, the rotation could consist of any of the following: anesthesiology, dermatology, pathology or radiology. (4 SCH)

Manipulative Medicine**715. Core Clerkship in Manipulative Medicine**

A required four-week rotation in the Department of Manipulative Medicine. The rotation includes an intensive didactic and hands-on review of OMM. Students see and treat their own patients in a faculty-supervised clinic and accompany faculty members during clinic hours. Students also participate in weekly literature discussions and case reviews. Students are responsible for an end-of-rotation written examination and a written case report. (4 SCH)

712. Core Primary Care Partnership

A four-week clinical clerkship completed during the fourth year. The goal of this course is to provide educational experiences within the private sector that emphasize the totality of a

community-based manipulative medicine practice. (4 SCH)

815. Clinical Clerkship in Manipulative Medicine

An elective four-week rotation in manipulative medicine. (4 SCH)

Undergraduate Teaching and Research Fellowships

Students are selected each year to serve fellowships with the Department of Manipulative Medicine. The students' last two years of study are expanded to three to allow time for research, teaching and clinical service in the department. The following courses are required for these fellowship programs:

901. Medical Education

A required course held in an independent study format that prepares osteopathic physicians for an academic career in osteopathic manipulative medicine. (Section A, Research Track, 4 SCH; Section B, Teaching Track, 12 SCH)

902. Clinical Field Studies

A required advanced program that prepares future physicians for clinical practice in osteopathic manipulative medicine. (12 SCH)

903. Advanced Clinical Clerkship

A required course that develops physicians to become instructors in the area of the clinical application of advanced osteopathic manipulative techniques and concepts. (8 SCH)

904. Research/Special Topics

A required course that teaches future osteopathic physicians about current research topics and opportunities in the field of osteopathic manipulative medicine. Students are expected to prepare an original research paper suitable for publication. (Section A, Research Track, 16 SCH; Section B, Teaching Track, 8 SCH)

905. Seminar

A required course that teaches future physicians about the varied topics and techniques in osteopathic manipulative medicine with emphasis on osteopathic philosophy and clinical case management. (8 SCH)

906. Health Administration and Education

A required course that provides the competencies necessary for a career in medical administration. (4 SCH)

Education

700. Core Clerkship in Clinical Skills

A required three-week rotation emphasizing preparation in clinical skills. (3 SCH)

813. Clinical Clerkship in Medical Humanities

An elective four-week rotation in medical humanities. (4 SCH)

900. Clinical Clerkship in Academic Medicine

An elective four-week directed study in Academic Medicine designed for the acquisition of test construction skills and for the review of essential concepts in the clinical sciences, prior to COMLEX II. (4 SCH)

9001. Literature and Medicine

Elective seminar series for medical students about the values from literature that enhance sensitivity to patients and encourages self-reflection on physician roles in health care.

Mental Health

709. Core Clinical Clerkship in Psychiatry

A required four-week rotation in psychiatry that serves as the clinical phase of the graduated curriculum in psychiatry and human behavior. Students will perform evaluations, develop diagnostic paradigms, develop treatment plans, provide supportive psychotherapy and summarize their findings under the supervision of both regular and affiliated faculty members. (4 SCH)

809. Clinical Clerkship in Psychiatry

An elective four-week rotation in psychiatry that can be tailored to meet the student's objectives. This is especially useful to students who want to pursue advanced training in psychiatry. (4 SCH)

Obstetrics and Gynecology

707. Core Clinical Clerkship in Obstetrics and Gynecology

The core clerkship in OB/GYN consists of six weeks of combined outpatient and hospital experience exposing the clerk to ambulatory prenatal care and gynecology. The hospital portion of the rotation consists of labor and delivery and gynecological surgery. The experience focuses on the primary care of women in the reproductive and menopausal years. (6 SCH)

807. Clinical Clerkship in Obstetrics and Gynecology

An elective four-week rotation in obstetrics and gynecology. (4 SCH)

Pathology

817. Clinical Clerkship in Autopsy Pathology

An elective four-week rotation in pathology and forensic medicine. This occurs at the Tarrant County Medical Examiner's Office and emphasizes toxicology, medical investigation, scene evaluation and forensic necropsy. All rotation approvals are at the discretion of the department chair. (4 SCH)

842. Clinical Clerkship in Hospital Medicine

An elective four-week rotation consisting of two two-week rotations to be taken consecutively at the same hospital site. With the concurrence of the hospital and appropriate health science center approval, the rotation could consist of any of the following: anesthesiology, dermatology, pathology or radiology. (4 SCH)

Pediatrics

708. Core Clinical Clerkship in Pediatrics

A required six-week rotation in pediatrics, both general and specialty pediatrics, that addresses issues regarding the recognition and treatment of common health problems of infants, children and adolescents. Ambulatory clinics, nursery and hospital ward service are included. This rotation will form a foundation for those students who elect to further their study in pediatrics. (6 SCH)

713. Core Primary Care Partnership

A four-week clinical clerkship completed during the fourth year. The goal of this course is to provide educational experiences within the private sector that emphasize the totality of a community-based pediatric medicine practice. (4 SCH)

808. Clinical Clerkship in Pediatrics

An elective four-week rotation in pediatrics. (4 SCH)

Radiology

818. Clinical Clerkship in Radiology

An elective four-week rotation in radiology. (4 SCH)

842. Clinical Clerkship in Hospital Medicine

An elective four-week rotation consisting of two two-week rotations to be taken consecutively at the same hospital site. With the concurrence of the hospital and appropriate health science

center approval, the rotation could consist of any of the following: anesthesiology, dermatology, pathology or radiology. (4 SCH)

Surgery

710. Core Clinical Clerkship in Surgery

A required eight-week clerkship in surgery in an affiliated hospital. Students spend time in the various surgical specialties. (8 SCH)

810. Clinical Clerkship in Surgery

An elective four-week clerkship in surgery in an affiliated hospital. (4 SCH)

811. Clinical Clerkship in Anesthesiology

An elective four-week rotation in anesthesiology. (4 SCH)

814. Clinical Clerkship in Ophthalmology

An elective four-week clerkship in ophthalmology. (4 SCH)

816. Clinical Clerkship in Otorhinolaryngology

An elective four-week rotation in otorhinolaryngology. (4 SCH)

832. Clinical Clerkship in Orthopedics

An elective four-week rotation in orthopedics. (4 SCH)

833. Clinical Clerkship in Thoracic Surgery

An elective four-week rotation in thoracic surgery. (4 SCH)

834. Clinical Clerkship in Neurosurgery

An elective four-week rotation in neurosurgery. (4 SCH)

835. Clinical Clerkship in Urology

An elective four-week rotation in urology. (4 SCH)

842. Clinical Clerkship in Hospital Medicine

An elective four-week rotation consisting of two two-week rotations to be taken consecutively at the same hospital site. With the concurrence of the hospital and appropriate health science center approval, the rotation could consist of any of the following: anesthesiology, dermatology, pathology and radiology. (4 SCH)

Academic Policies

Each student enrolled at UNT Health Science Center is individually responsible for knowing current academic and administrative policies and the procedures and operational policies that apply to enrollment in his or her chosen degree program. This section of the catalog provides selected academic and administrative policies governing the Doctor of Osteopathic Medicine degree program. Other general policies are stated elsewhere in this catalog. Academic policies and guidance also are presented in other official health science center documents and specific program publications.

The health science center reserves the right to amend or add to the academic policies and scholastic regulations at any time during the enrollment period. Such changes or additions are intended to improve the quality of education and are introduced in a fair and deliberate manner with timely notice provided to all students affected by the changes.

Registration

Registration is conducted annually during the summer for first-, second-, third-, and fourth-year TCOM students. Registration consists of paying tuition and fees and completing registration forms for the Office of the Registrar, Financial Aid Office and Office of Student Affairs.

Students may register for and attend only those courses and clinical rotations listed on their official academic schedules of classes, as approved by the dean of TCOM. Students may not be enrolled in two or more courses meeting at the same time.

Only students properly enrolled by the registrar may attend classes. Any examinations or other materials completed by an individual who is not officially enrolled will be destroyed. No record will be kept of examinations or other academic work done by individuals whose enrollment in a course has not been authorized by the registrar. Examinations or other course materials completed by a dismissed student who is attending classes while under an official appeal will not be scored and will be retained by the registrar pending outcome of the appeal.

Late fees are assessed for each day following the designated date of registration. A check returned because of insufficient funds will incur a penalty and also may result in a charge for late registration. (See Fiscal Policies for more information.)

Attendance

During Years 1 and 2, medical students are expected to attend all lectures. Attendance is required at all laboratories and integrative and clinical experiences. Limited excused absences may be granted with permission of the assistant or associate dean for academic affairs. The student is responsible for obtaining and learning subject materials presented during an absence. When the period of absence is known and may be planned, the student must confer with the appropriate course director and determine a plan of action for the absence. The student must then submit a completed excused absence request form at least two weeks before the requested date(s) of absence to the Office of Academic Affairs.

Throughout Years 3 and 4, because of the responsibility for patient care, as well as the expectations of clinical assignments, 100 percent attendance is required on all clinical clerkships.

However, it is recognized that situations beyond a student's control may arise that require absence from a clerkship. When approved by the clerkship director, a student may be absent at the rate of one-day absence per two weeks on a clerkship. These approved absences should be limited to instances such as: internship/residency interviews, personal and/or immediate family illness, physician appointment, or the death of a family member.

All absences require written documentation using the Request for Absence From Clerkship Form available through the Office of Clinical Education.

Unapproved absences or absences in excess of this policy will, at the discretion of the course director and/or clinical department, either require remediation of the time missed or result in the loss of points from the final clerkship grade.

Absences in excess of five days on a four-week clerkship, or seven days on a six-week clerkship, will result in a grade of "incomplete," and will require that the clerkship be repeated in its entirety.

Absence(s) without notification of the clinic and/or clerkship director (i.e., failure to report) will be considered neglect of duty and may result in a failing grade for the clerkship.

Students may receive approved absences for certain health science center-related activities. These absences require advance written approval from the associate vice president for student affairs, and are subject to the above provisions for four- and six-week clerkships. Any exception to this policy may be made only with the approval of

the assistant or associate dean for academic affairs.

Holidays and Religious Observances

Students on clinical rotation are expected to be available during all holidays, with the exception of Thanksgiving Day, the day after Thanksgiving, and December 25 through January 1. These are the only school-approved holidays for Year 3 and Year 4 students. Please consult the official academic calendar for complete information.

For Semesters 1-4, a student may request release from duties for observance of a religious holy day by submitting a Religious Holy Day Request Form to the associate vice president for student affairs. Instructors may require a letter of verification of any observed holy days from a religious institution. The Religious Holy Day Request Form is available in the Office of Academic Affairs. Refer to Section 51.911 of the Texas Education Code to see applicable guidelines for this policy.

Leave of Absence

A student may request or be required to take a leave of absence with the occurrence of a medical problem, substantial personal problem or as recommended by the Student Performance Committee. Students requesting a leave of absence must apply to the dean of TCOM. In the event of a medical problem, the request must be accompanied by a letter from the treating physician or a licensed professional describing the nature of the disability for which the leave is requested and the estimated length of time needed for recovery.

After consultation with the student, the dean of TCOM will decide whether or not the leave will be granted and the conditions under which the student may return to school. Students must report to the Office of Student Affairs to obtain a Leave of Absence Form and complete it before they are officially placed on an approved leave.

Before a student may be readmitted, a written request for readmission must be submitted by the student to the dean of TCOM. In the case of a medical leave, a letter from the treating physician or a licensed professional must accompany the readmission request stating that the student has recovered from the disability for which the medical leave was granted and is able to participate in a full academic program.

Grading Course Syllabus

The course syllabus contains specific educational requirements – assignments, evaluations, grading and other conditions of performance – that must be satisfactorily completed in order to receive a passing grade. Modifications to the requirements and procedures of a course may be made when judged necessary to improve instruction or to conform to the scholastic regulations of the college.

Numerical Course Grades

The grading standard for all TCOM courses will be a numerical system ranging from 0 to 100, with 70 as the lowest passing grade. A grade of 69 or less is defined as a failing grade. Numerical course grades will be rounded off to the nearest whole number (for example, 69.1 to 69.4 will be recorded as a 69; 69.5 to 69.9 will be recorded as a 70).

For purposes of promotion and graduation, a cumulative weighted average of 70 or better is required. The weighted average for a block or semester is determined by dividing the total number of grade points earned by the total number of hours attempted, excluding courses in which a “CR” grade is achieved.

Grade Symbols and Designations

W: Withdrawal in good academic standing, or Withdrawal, not in good academic standing. **WP:** Withdrawal passing. **WF:** Withdrawal failing. **NC:** No credit. **CR:** Credit. **I:** Incomplete. **AUD:** Audit. **IP:** In Progress.

Recording Grades

No grade will be removed or deleted from a student’s official permanent record once properly recorded, except in the case of inaccurate recording. It is assumed that faculty members exercise their best judgment in formulating grades. Changes are not permitted after grades have been filed with the registrar, except to correct clerical errors. A request for error correction must be initiated within 30 days after the close of the semester or term for which the grade was awarded. Requests for correction after 30 days require approval of the dean of TCOM.

Grades assigned during a period of instruction for which there are unpaid tuition and fees will be made available by the registrar for official college purposes, such as the review of academic performance. However, those grades (as well as any transcript) will not be released until

appropriate payment is received by the health science center.

Incomplete Grades

A grade of "I" (Incomplete) will be assigned only when a student has not completed all academic requirements and assignments, including regular examinations, due to documented illness or circumstances beyond a student's control. A student may not advance to the next academic year until all failures and incomplete ("I") grades are remedied. A student will not be promoted to clinical rotations with an incomplete grade without prior approval of the dean of TCOM.

Semester Grades

Grades are reported to the Office of the Registrar within five working days of the conclusion of a course. Grades are posted on the website at the end of each semester.

The semester grade report includes grades for the present academic term as well as the cumulative weighted average earned throughout the academic program.

Grades will not be released over the telephone and will be kept in confidence.

Students who fail an examination are required to consult with the course director within five working days following notification of the failed examination.

Remedied Grades

A student who receives a failing grade (69.4 or less) in a course will have to repeat that course in accordance with the promotion requirements and achieve either a grade of 70 or a "CR." Failure to achieve either a grade of 70 or better or a "CR" in a remedied or repeated course is grounds for dismissal.

When a course is repeated or remedied, all attempted credit hours and earned grade points are counted in computing the cumulative weighted average. An asterisk is placed next to these courses to indicate that the course has been repeated. Entries for the repeated course and the remedied grade are shown elsewhere on the transcript.

Course/Instructor Evaluation

Each student is responsible for providing constructive evaluation of each course, clinical rotation and instructor in the curriculum. Year 1 and Year 2 course evaluations must be completed within five business days after each course ends.

Evaluations for all clinical rotations must be completed within 30 calendar days following the end of the rotation. If this responsibility is not met for a given course, the grade for that course will be withheld until the evaluation is completed. All evaluations must be current before a student can register for the next semester. For clinical year students, no transcript will be released until course evaluations are up to date. For complete information, see policy number S/TCOM/Acad-36, Administrative Policy – Student Evaluation of Courses and Instructors.

Academic Honors

It is a tradition at the health science center to recognize its highest scholars and promote academic excellence. Honors for medical students are determined at the end of the academic year at graduation. Academic honors are noted on the student's official permanent record.

The Dean's List for semesters 1 through 4 recognizes medical students whose weighted averages are 90 percent or greater and who make up the highest 10 percent of each class enrolled in the college. The distinction of President's Scholar is awarded to graduating seniors who have been named to the Dean's List for every semester of enrollment in TCOM.

Academic honors are awarded with the degree at graduation to medical students whose cumulative weighted average is 90 percent or greater and who make up the highest 10 percent of the graduating class. The students in this group shall be designated as graduating with honors. For the purpose of determining academic honors for graduation, grades will be calculated for honors at the beginning of the eighth semester. In no case will grades for honors be considered after this date.

No graduate will be named to the Dean's List or receive a degree with honors who has failed a course, who has not been enrolled as a full-time student, or who has been placed on academic, disciplinary probation or suspension.

Advanced Placement/Waivers

Requests for advanced placement or waiver for any course must be declared by the medical student on the first day of enrollment at the health science center. The student must then present all supporting documents to the Office of the Registrar. The student is required to attend all classes and take all examinations until a decision is made regarding the advanced placement request.

To be placed in advanced standing, a student must have taken a course judged to be equivalent by the appropriate academic department or course director within two years before the first day of classes and awarded a minimum grade of "B," or have completed a similar course and obtained a minimum grade of "B" in a written comprehensive examination given by the department or course director for this purpose before the student's program begins at the health science center.

The decision regarding a request for advanced standing will be transmitted in writing to the student by the dean of TCOM, who will also notify the registrar and the appropriate department or course director. Courses for which advanced standing is granted are assigned a transcript designation of "CR" and are not calculated in the cumulative weighted average.

Special Academic Programs

Under extenuating circumstances, a student may request the privilege of a special academic program. Requests to be considered for a special academic program will be directed to the dean of TCOM, who will act upon the request after consultation with the appropriate educational program, the Student Performance Committee and the Office of Student Affairs. There is no assurance that requests will be granted.

Guidelines for a special program are as follows:

- Requests for a special program must be made three weeks before enrollment in the fall semester of the first year or within three weeks before the beginning of the first semester of each year of classes.
- No request will be considered at any other time in the year unless there is documented evidence of a medical or serious personal problem that would prevent the student from completing the year with a full course load. Under no circumstances will special programs be granted to students only for the reason of poor academic standing, or to students who have not applied themselves in studies at TCOM, including class attendance.

Furthermore, the student should have indicated by efforts at the college that he or she has the characteristics to be successful in the medical school curriculum. Any student (other than a transfer student) granted a special program will be placed on a standard five-year program. All of the academic and non-academic requirements of the college will apply to any student on a special program, and the student must meet the

requirements for the class that he or she will graduate with.

The dean of TCOM may make exceptions to these requirements if it is determined that an extraordinary circumstance exists to warrant such an exception.

Auditing

Students may audit classes if they have obtained permission from the dean of TCOM and have paid all tuition and fees. These students will be expected to meet the requirements of all classes and take examinations unless prior arrangements have been made with the course director and/or department chair or phase director.

No grades will be given for audited classes, but these courses will be shown on the academic transcript.

Transcripts and Ranking

The term "academic transcript" refers to a copy of the official permanent record of a student's approved academic course work, including academic marks, scholarships and degrees.

Class ranks are posted on the website at the end of the spring semester.

Students may obtain copies of their transcripts by submitting written requests to the Office of the Registrar. The first copy of a TCOM transcript is free. A \$4 fee is charged thereafter for each official transcript. A \$1 fee is charged for each copy of an undergraduate transcript in a student's file.

Alteration of academic records or transcripts with the intent to use such a document fraudulently is a crime punishable by law. The penalty is a fine of not more than \$1,000 and/or confinement in the county jail for a period not to exceed one year.

Appropriate payment of tuition and fees must be made before a transcript is released.

Examinations

Administration

Examinations are administered at the time and date established by the course director and/or published in the course syllabus. They begin and end as scheduled and all answers must be recorded in the manner prescribed by the course director. No examinations will be distributed after the first student has turned in a completed examination. All written examinations will be scheduled in Luibel Hall as the first activity of the day. All other exams (i.e. practical and lab) will be scheduled as the first activity of the day when possible.

For complete information, see Policy No. S/TCOM/ Exams-01 in the Academic Policy Manual available in each academic department and in the Office of Educational Affairs.

Secure Testing Policy

Test questions and keys used in written examinations that contribute to a course grade will not be retained by students.

Following major written examinations, students may attend a post-exam review session to receive feedback on their examination performance.

The intent of this policy is to facilitate the long-term development of a collection (bank) of questions with increasing number and quality that will permit improved assessment of students' knowledge and skills.

For complete information, see Policy No. F/TCOM/ CurrMgmt-09 in the Academic Policy Manual available in each academic department and in the Office of Educational Affairs.

Final Examinations

No student may be exempt from sitting for final examinations at their scheduled time. In the case of unusual circumstances, the student may petition the course director. Each case of this type will be considered on its individual merits.

Make-Up Examinations

A make-up examination is defined as an examination administered to a student in lieu of a regular course examination when the student has (1) arranged in advance to take an examination early or late or (2) missed taking a regularly scheduled examination. Make-up examinations are given only in the case of an approved absence or a documented medical excuse.

Approval is required from the course director to authorize a make-up examination. If a make-up exam is not authorized by the course director, the

student may appeal to the phase director. The phase director will meet with the assistant or associate dean for academic affairs and the course director to consider the appeal and render a decision to the student. The final decision on any appeal for a request for a makeup examination will be made by the Associate Dean for Academic Affairs.

A student who misses a scheduled examination without receiving approval by the associate vice president for student affairs and the course director, either to take an early or late examination or to make up a missed examination, will receive a grade of zero for that examination.

A student who misses an examination is not permitted to participate in a post-exam review of that examination if they have not completed the make-up examination by the time the post-exam review takes place.

Procedure: Early/Late Examination

To request an early or late make-up examination, a student must obtain and complete an excused absence form requesting a make-up examination from the course director. In the case of an early examination, the completed form must be submitted to the course director at least five (5) days before the date of the exam. This form documents the reason for the absence and the date the student requested the make-up examination. A copy of the completed and signed request is sent to the phase director and forwarded to the Office of the Registrar.

Procedure: Making Up a Missed Examination

Within five business days after the missed examination, a student obtains and fills out an excused absence form requesting a make-up examination from the course director. If approved, a make-up examination must be administered within seven (7) days following the date of the approval, except when the course director determines that additional time is needed to arrange a laboratory or clinical practical exam.

Failed Examinations

Any student who fails an examination will be required to contact the course director within five (5) class days following notification of the failed examination in order to arrange for academic counseling and remediation. At the time of the meeting, an Academic Consultation Report must be completed indicating the remediation plan agreed to by the course director and the student.

A copy of the completed Academic Consultation Report must be filed in the administrative offices of the Division of Student Affairs.

External Examinations

It is the policy of Texas College of Osteopathic Medicine to promote measures that will ensure the security of testing materials from external examinations. To ensure the security of testing materials from external examinations, TCOM may require all of its medical students to sign a document whereby each student:

- Acknowledges awareness that external testing materials are owned and copyrighted by outside entities and that any form of copying these materials is prohibited.
- Acknowledges that they will not reproduce and distribute external testing materials that are owned and copyrighted by outside entities.
- Acknowledges that they will not distribute any external testing materials to students at other medical schools or to any other persons.

The college may take any other reasonable action to ensure the security of testing materials from external examinations.

Subject Exam and Comprehensive Exam Policy Subject Examinations

Subject Examinations will be administered in core clinical clerkships for which these examinations are available. Assigned students must sit for the appropriate subject examination administered at the completion of each of their rotations. Any student who is unable to sit for the subject examination at the scheduled time is referred to the course director for an excused absence and reassignment of test date. Core clerkship subject examinations must be taken within 60 days of the original scheduled date. The NBOME subject exam for Manipulative Medicine will be administered at the end of Year 2 and during the core rotation in Manipulative Medicine.

All students are required to take the subject examination without prior determination that the course has been passed. Core Clerkship Subject Examinations will be graded and will represent 25% of the clerkship grade.

Comprehensive Basic Science Examination

The Comprehensive Basic Science Examination (NBME) is administered in Semester 4. For these examinations, the results will be used

to assess the effectiveness of the curriculum. These comprehensive examinations will not be a component of, nor affect a student's numerical grade in a course. A student must complete all required comprehensive examinations in order to begin clinical clerkship rotations.

National Boards

All medical students are required to take Level I of the Comprehensive Osteopathic Medical Licensing Examination (COMLEX), the examination administered by the National Board of Osteopathic Medical Examiners (NBOME), upon completion of the second year of the medical curriculum. A student is eligible to take Level I upon satisfactory completion of one-half of the second year of the medical curriculum. To be eligible, a student must have received a passing grade in courses totaling one-half of the semester credit hours in the second-year curriculum.

Students will be allowed to proceed to the third year classification pending successful completion of the first examination.

A student is required to pass Level I (per the minimums established by the National Board of Osteopathic Medical Examiners) for promotion to the third year. Students who do not pass Level I will be required to retake the examination at the regularly scheduled examination period in the fall of the third year. The students will be allowed to continue in the third year classification on a provisional basis pending results of the second examination. Medical students must pass COMLEX Level I to continue in clinical clerkship rotations.

Students may audit appropriate basic science courses in order to prepare for re-examination with the approval of the dean of TCOM, department chair or phase director and the course director. A student who does not achieve a satisfactory result on the second examination will be dismissed from the University of North Texas Health Science Center.

All students are required to take Level II of COMLEX in the summer of Year 4. A student is required to pass Level II (per the minimums established by NBOME) for graduation. Students who do not pass Level II will have a second opportunity to take the test during the spring of their fourth year. Students who are unsuccessful on the second try will be dismissed from the University of North Texas Health Science Center.

Students must apply to the dean of TCOM in writing to request approval to not take the COMLEX Level II fall examination. Permission will be granted only for documented extraordinary

circumstances. Beginning with the Class of 2005, all students are required to take the COMLEX-USA Level II-PE. Performance Evaluation Component prior to graduation.

Physician Licensure

Physician licensing is the prerogative of individual states. In Texas, the Texas State Board of Medical Examiners (TSBME) currently grants licensure based upon factors including the applicant successfully passing the COMLEX Levels I, II and III, or the United States Medical Licensing Examination Steps 1, 2 and 3, plus the Medical Jurisprudence Examination.

COMLEX Levels I, II and III are administered on campus. In Texas, the Medical Jurisprudence examination is administered only in Austin. Information on dates and fees are available in the Office of the Registrar, along with registration forms. Information on the licensing requirements of other states may be found in the annual almanac issued as a supplement to the Journal of the American Osteopathic Association, or by writing to the state's medical licensing board.

The health science center does not require that students take the United States Medical Licensing Examination.

Licensing Examination Review

All medical students will be required to complete a licensing examination review, which will be conducted during the spring of the second year. This review is intended to assist students in preparing for licensing examinations.

Promotion and Probation

Normal progression through the curriculum requires that a student achieve a cumulative average of at least 70 (or credit) in each academic year and that there be no failing grades (below 70 or no credit) that have not been corrected. Achievement of this standard in each academic year is required for promotion to the next academic year. It must also be met before a Year 3 student will be allowed to begin clinical rotations, and the same standard must be met in the fourth year in order to graduate. In addition, the graduating student must have passed Levels I and II of the Comprehensive Osteopathic Medical Licensing Examination administered by the National Board of Osteopathic Medical Examiners.

The academic standards for successful completion of each course or clinical rotation are determined by the department or interdisciplinary

unit in which the course or rotation is administered. The student has the primary responsibility for acquiring knowledge and clinical proficiency and for meeting the academic standards set for each course or program. The health science center in no way guarantees that any student will achieve academic or professional accomplishment.

Students must meet the minimum standards and requirements set by the institution in order to remain in good academic standing. Students will be placed on academic probation if they have a cumulative weighted average of less than 70 or if a failing grade is received in any course. Students on academic probation must achieve a passing grade on all deficient course work during that academic year. They will be removed from academic probation only after successfully correcting their particular deficiency. A student who does not remedy a failed grade(s) within the academic year will be subject to dismissal.

Academic standing is reviewed by the Student Performance Committee periodically throughout the year and includes consideration of a student's overall performance at the health science center during any and all periods of enrollment. Academic probation or other actions may be recommended for students who have an incomplete course grade. In addition, students may be placed on academic probation for ethical, professional and personal standards that fall below those established by the health science center. Students who meet any of the above criteria will be required to appear before the Student Performance Committee when notified by the Registrar's Office.

Students who do not meet the standards specified for promotion, for beginning clinical rotation or for graduation may be given an opportunity to correct their deficiencies either at specified times during the academic year or by adding an additional period of time to their medical education.

The Student Performance Committee will recommend to the dean of TCOM that students should be offered an opportunity to correct their deficiencies during the summer or during the next academic year or that they be dismissed. Students will be notified of the committee's decision in writing by the dean of TCOM.

It is recognized by the Student Performance Committee that each student's situation should be evaluated as an individual case.

Academic Probation

Academic probation is a serious matter and serves as official notice to the student that the quality of the student's performance during the probationary period must improve in order to remain eligible to continue at the health science center. Any student who fails to improve his or her performance in the areas identified by the Student Performance Committee during the probationary period may be continued on probation, asked to withdraw or be dismissed from the health science center. Students on academic probation may not hold any elected or appointed office, institutional or external.

Students experiencing academic difficulty or on academic probation are expected to take full advantage of their educational experience by regularly attending classes and seeking assistance from faculty, course directors and the Division of Student Affairs. Additionally, learning assessment, skill development and tutoring services are available to mediate curricular deficiencies.

Remediation

The opportunity to remedy academic deficiencies at times other than when the course is regularly scheduled may be extended to medical students who do not fall into a dismissal category, provided they have made a serious effort to earn a passing grade and have sought assistance from the faculty during the regular offering of the course. Remediation is a privilege that must be earned by the student.

A student is expected to take an active role in attempting to pass the course or rotation by adhering to the attendance policy of the course or rotation, attending help sessions, seeking help from the appropriate faculty, and seeking study skills help through the Office of Student Affairs. Remedial course work must be completed according to the following schedule:

- A deficiency in a Semester 1 or Semester 2 course must be remedied prior to Semester 3 or as specified by the Student Performance Committee.
- A deficiency in a Semester 3 or Semester 4 course must be remedied before clinical clerkships begin.
- A deficiency in a clinical clerkship must be remedied prior to graduation.

For successful completion of a remedied course the student must earn a final course grade of 70 or "CR." Failure to earn at least a grade of

70 or better or "CR" in a remedied course is grounds for dismissal from the health science center.

When a course is repeated or remedied, all attempted credit hours and earned grade points are counted in computing the cumulative weighted average. An asterisk is placed next to these courses to indicate that the course has been repeated. Entries for the repeated course and the remedied grade are shown elsewhere on the transcript.

Year 1 and Year 2 medical students taking a full course load: Year 1 or Year 2 students who have failing grades may correct deficiencies during the summer prior to either the second or third years, respectively, if the total number of credit hours failed does not exceed the value assigned to the course having the highest number of credit hours. Correction of deficiencies under these stipulations may be accomplished under one of two conditions:

1. A student may be re-examined in no more than one course of seven or more credit hours. A student may be reexamined in no more than three courses that together equal a maximum of eight credit hours.

The content, scope and format of the examination will be decided by the appropriate department or interdisciplinary unit, and this information will be forwarded to the Student Performance Committee. All examinations should be equivalent to the course's original examinations in level of difficulty. The final recorded grade for any course in which a student has been re-examined will not exceed 70.

2. A student may repeat one course in its entirety at an outside institution approved by the appropriate department or interdisciplinary unit or at the University of North Texas Health Science Center, if the full course is offered. The repeated course must be of equal depth, scope and quality as the original course. The final recorded grade for a repeated course will be the numerical grade the student earned in the course.

The student may be re-examined in no more than two other courses that together do not exceed a total of three credit hours.

Students who fail a re-examination will be required to spend an additional academic year correcting their deficiencies by repeating the failed year. During this year the student will enroll in a full course load and must successfully complete all required courses. The final recorded grades for

courses repeated during the year will be the numerical grade the student earned in each of the courses. During this period, the student will not be allowed to register for the next year's courses and/or rotations.

Any student who earns a failing grade in a repeated course will be recommended for dismissal from the health science center.

Year 1 or Year 2 students taking a full course load who have failed less than 25 percent of the year's total credit hours but do not or cannot fit in the category above, which allows correction of deficiencies during the summer, will add an additional year to their medical education.

The student will spend the year correcting the deficiencies by taking a full course load and repeating all courses required during that year. The recorded grades for courses repeated during the year will be the numerical grade the student earned in each of the courses. During this time, the student will not be allowed to register for the next year's courses or for rotations.

Year 3 medical students taking a full course load: The first one or more periods of Semester 5 will be used for remediation opportunities so students may correct deficiencies before beginning clinical rotations. The content, scope and format of the examination(s) will be decided by the appropriate department or interdisciplinary unit, and this information will be forwarded to the Student Performance Committee. All examinations should be equivalent to the course's original examinations in level of difficulty. The student's final recorded grade for any course in which the student has been re-examined will not exceed 70. The final recorded grade for a repeated course taken at an outside institution will not exceed 70.

If students fail a re-examination, they will have to add an additional year to their medical education as described above. Similarly, students who are not eligible or are unable to correct their deficiencies as described above will have to add an additional year to their program.

Any student who earns a failing grade in a repeated course will be recommended for dismissal from the health science center.

Medical students in clinical rotations: A student who earns failing grades in clinical rotations will be required to repeat those rotations. Students will have to add whatever time is necessary to their education to

remove the failing grade, possibly delaying graduation. Eligibility for graduation will be achieved whenever the standards have been met and do not require an entire year's delay. Students who do not fulfill all graduation requirements by participate in the commencement ceremony. In addition, they will not be considered graduates in any capacity until they have successfully completed all requirements. Any student who earns a failing grade in a repeated rotation will be recommended for dismissal from the health science center.

Medical students on extended study plans: A student on an extended study plan will be evaluated on the total credit hours taken for that particular year. All requirements and recommendations cited in this document will apply to students on extended study plans. However, determination of options for correcting deficiencies and determination of recommendation for dismissal for the special schedule students will depend on how many total credit hours they are taking during the year.

A student who is not promoted from one year to the next or who earns failing grades during any year will be placed on academic probation until all deficiencies have been corrected. No more than two years will be allowed for the completion of any one academic year and no more than six years will be allowed for completion of all requirements for graduation (exclusive of a leave of absence). A student may not advance to the next academic year until all failing and incomplete (I) grades are removed.

Withdrawal

Application of voluntary withdrawal from the health science center must be made in writing to the dean of TCOM. Except in rare and special circumstances, the application will be accompanied with a personal interview by the dean of TCOM. Students who leave the health science center without notifying the dean of TCOM and without completing the established withdrawal procedures within 30 days will automatically be terminated from the health science center.

At the time withdrawal is granted, an entry will be made on the official permanent record indicating the academic standing of the student. "Withdrawal in good standing" will be recorded if

the student is not on academic probation and has maintained a cumulative grade of 70 or above in each enrolled course during the semester in which the withdrawal is requested. "Withdrawal not in good academic standing" will be recorded if the student is on academic probation or has maintained a cumulative grade of 69 or below in enrolled courses during the semester in which the withdrawal is requested.

In addition, students must report to the Office of Student Affairs to obtain and complete a withdrawal form before they can officially withdraw from the health science center. Students who do not complete this application for voluntary withdrawal will not be entitled to an official withdrawal and, consequently, will not be considered for re-admission at a later date.

Re-admission for students withdrawing in good academic standing is not assured unless it is part of the final decision and/or agreement made by the withdrawing student and the dean of TCOM. This final decision and/or agreement will be in writing. Students granted re-admission following withdrawal in good academic standing usually will re-enter at the beginning of an academic year and must register for all courses scheduled during the academic year of their withdrawal, including those previously completed and passed, unless otherwise stipulated in the agreement.

Students who withdraw while not in good academic standing may request re-admission through the admissions application process. The Admissions Committee will evaluate the student's entire academic record and make a recommendation to the dean of TCOM.

The academic record of any student who has been dismissed and re-applies for re-admission will be part of the data reviewed for re-admission.

It should be clearly understood that the health science center, after due consideration and process, reserves the right to dismiss any student at any time before graduation if circumstances of a legal, moral, behavioral, ethical, health or academic nature justify such an action.

Any student who withdraws due to poor academic progress, re-enters the health science center and receives a failing grade in any course will be recommended for unconditional dismissal with no opportunity for re-admission.

Dismissal

Dismissal from the health science center will be recommended if:

- A student's cumulative weighted average for any one academic year is less than 70.

- A student earns failing grades in 25 percent or more of the credit hours for any one academic year.
- A student fails a course for the second time (no re-admission would be granted at a later date).
- A student exceeds the two-year limit for completing one academic course or the six-year limit for completing requirements for graduation, exclusive of a leave of absence or withdrawal in good standing.
- A student has not demonstrated continued academic and professional growth and achievement.
- A student has not passed the national board examinations as set forth in policies of the health science center and by the National Board of Examiners for Osteopathic Physicians and Surgeons, Inc.

Requirements for Graduation:* ***Class of 2008***

Students who have satisfactorily completed all academic requirements and who have been recommended by the health science center faculty may be awarded the doctor of osteopathic medicine degree, provided they are of good moral character and that they:

1. have maintained a cumulative weighted average of at least 70, have no unremedied failing grades and no grades of "I;"
2. are at least 21 years of age;
3. have been in residence for four academic years at an accredited college of osteopathic medicine or college of medicine, the last two years of which must have been at TCOM;
4. have completed the Comprehensive Basic Science Examination administered at the end of Semesters 2 and 4;
5. have completed the licensing examination board review program;
6. have passed Level I and Level II of the Comprehensive Osteopathic Medical Licensing Examination; and taken COMLEX Level II-PE.
7. have complied with all legal and financial requirements of the college;
8. have exhibited the ethical, professional, behavioral and personal characteristics necessary for the practice of osteopathic medicine;
9. have completed an Exit Questionnaire and the Clearance Check Form from the Office of the Registrar. The Clearance Check Form,

which must be returned to the registrar before graduation, is placed with the student's permanent record and serves as the final clearance from campus; and

10. attend the commencement at which the degree is to be awarded (only in unusual circumstances and with approval of the president will a degree be awarded in absentia).

A student who completes the curriculum in four consecutive years is required to meet the graduation requirements listed in the TCOM Catalog published for the year entered and/or any subsequent or additional program requirements. In the event of an extension beyond the four years, the student must meet the requirements for the class with whom the individual graduates.

** Students who do not fulfill all graduation requirements by graduation day will not be allowed to participate in the commencement ceremony. In addition, they will not be considered graduates in any capacity until they have successfully completed all requirements.*

Postdoctoral Medical Training

TCOM encourages its graduates to pursue postdoctoral training in programs accredited by the American Osteopathic Postdoctoral Training Institution (Texas OPTI), an educational consortium, TCOM participates in the delivery of high quality graduate education through its clinical affiliates.

Programs that are offered are:

1. Family Practice
2. General Internal Medicine
3. Manipulative Medicine
4. Obstetrics/Gynecology
5. General Orthopedics
6. Diagnostic Radiology
7. Surgery
8. Geriatric Medicine
9. General Vascular Surgery

For more information, contact:

Don N. Peska, DO
Associate Dean for Graduate Medical Education
Academic Officer, Texas OPTI
817-735-2149

Postdoctoral Programs

Graduates of the following programs are eligible to participate in the examination process for certification by the associated osteopathic board:

Bay Area Medical Center (Corpus Christi)
7101 S. Padre Island Dr. Corpus Christi, TX
78412 (361) 761-3280 Mel Eliades, DO, Director
of Medical Education

- Traditional Internship
- Family Practice Residency

Methodist Charlton Medical Center
3500 Wheatland Rd. Dallas, TX 75237 (214) 947-
5441 John Whitham, DO, Director of Medical
Education

Traditional Internship

Plaza Medical Center of Fort Worth
900 8th Avenue Fort Worth, TX 76104 (817) 347-
5887 Don N. Peska, DO, Director of Medical
Education

- Traditional Internship
- Cardiology Fellowship
- Family Practice Residency
- General Surgery Residency
- Internal Medicine Residency
- Rheumatology Fellowship

Texas Tech University Health Science Center
3601 4th Street Lubbock, TX 79430 (806) 743-
2770 Ron Cook, DO, Director of Medical
Education

- Traditional Internship

Master of Physician Assistant Studies

Admission Requirements

Physician Assistant Studies Admissions Office
Phone: 817-735-2204 or 1-800-535-8266
www.hsc.unt.edu

To be considered for admission to the Master of Physician Assistant Studies degree program, the applicant must have participated in the competitive admissions process and have previously obtained a minimum of 90 transferable semester hours of college credit at colleges and universities located within and accredited by accrediting agencies in the United States or coursework deemed equivalent by the PA admissions committee. The minimum semester credit hour requirement cannot be waived. The minimum overall GPA required for admission is 2.85. Prerequisite coursework requires a letter grade of C or better. A standardized entrance exam is not required. All enrolled students must meet the program's minimum *Health and Technical Standards* to participate in the program.

Prerequisite Coursework

All completed coursework will be considered in the admissions process. All prerequisite coursework must be accomplished at regionally accredited colleges or universities located within the United States. Prerequisite requirements cannot be waived. Exceptions are not permitted to satisfy completion deadlines. All coursework will be converted to semester credit hours (SCH) when calculating grade point averages and to determine if prerequisite requirements have been met. Completed courses cannot be used simultaneously to meet more than one prerequisite.

General Course Requirements

English Composition	6
U.S. History	6
U.S. Government	6
<i>(Applicants are exempt from the above requirements if they hold a Bachelor's Degree from an accredited U.S. university prior to the application deadline)</i>	
General Psychology	3
Psychology, Sociology OR Anthropology	6
Mathematics: College Algebra or higher	3
Statistics	3

Science Course Requirements

Anatomy & Physiology (with lab)	8
General Microbiology (with lab)	4
Organic Chemistry (with lab)	4
Immunology or Genetics	3
Biochemistry or Cellular Biology	3

Admission preference is usually given to applicants who meet more than minimum prerequisite requirements. All college coursework will be converted to semester credit hour (SCH) equivalents and completed with a grade of "C" or higher (>2.0 on 4.0 scale). The minimum SCH requirement for courses cannot be waived.

English, U.S. History and U.S. Government prerequisites can be exempted if the applicant has received a bachelor's degree from a regionally accredited U.S. college or university by the posted deadline for completion of prerequisites. For remaining prerequisite courses, not more than three semester hours of credit can be obtained through advanced standing examinations, such as CLEP or its equivalent. Generally, credit for coursework obtained through correspondence or television courses are recognized as meeting prerequisite requirements as long as they are obtained from a regionally accredited U.S. college or university by the posted deadline for completion of prerequisites.

In general, Science prerequisite coursework must be completed through courses designed for science majors. Application for credit through advanced standing examinations such as CLEP or its equivalent are not accepted for science prerequisites. Courses offered for non-science majors do not meet the prerequisite requirements for Anatomy and Physiology, General Microbiology, and Organic Chemistry.

Foreign Coursework

Coursework taken at foreign colleges or universities must be evaluated for U.S. equivalence by an evaluation service utilized by the Centralized Application Service for Physician Assistants (CASPA). A listing of evaluation services can be obtained at their website: www.caspaonline.org. Applicants must follow application guidelines for transcript evaluation and submit them for evaluation through an approved evaluation service. Upon satisfying all prerequisite requirements, applicants with academic

credentials from non-U.S. colleges or universities are processed with the same consideration as all others.

Transcripts

Official transcripts submitted for evaluation in the admissions process must be official and must be submitted according to instructions published by the application service CASPA, Centralized Application Service for Physician Assistants. Upon acceptance of an offer of enrollment, new official transcripts must be requested again by the candidate from the originating institution and sent directly to the UNTHSC PA Admissions office. Official transcripts must list all classes taken, including those which have been taken between initial application and final matriculation into the program.

Prerequisite Coursework Substitution

Prospective applicants seeking substitution for prerequisite coursework should submit their request via e-mail to: PAAdmissions@hsc.unt.edu or by regular mail to:

Office of Admissions and Outreach
Attn: PA Admissions
University of North Texas Health Science Center
3500 Camp Bowie Boulevard
Fort Worth, TX 76107-2699

A catalog description or course syllabus from the college or university where the course was completed must be submitted along with the request. If a catalog description is not available, a letter from the education department that offered the original course describing the content and nature of the course may be substituted. Coursework substitutions must be equivalent or comparable to the course of study and content hours of the prerequisite. Substitutions are approved on an individual basis. The program reserves the right to approve or disapprove any prerequisite coursework substitutions.

Admission Procedures

To be considered for admission, a completed application must be received from CASPA for the year in which the candidate is applying. Applications cannot be held over for subsequent years. Applications to the Master of Physician Assistant Studies Program are accepted through the Centralized Application Service for Physician Assistants (CASPA) between May and November 15. We use a rolling admissions process that

begins in November. Early application is highly recommended.

The on-line centralized application service (CASPA) can be found at www.caspaonline.org. Fees for application are posted at the CASPA web site. Application fees, transcripts, references and application forms should be submitted 30 days before the advertised deadline to allow timely receipt and processing, which generally takes 3 to 4 weeks at CASPA. Application materials received at CASPA after the advertised deadline may be delayed in processing and reaching our admissions office; and therefore may NOT receive full consideration for admission to the program. Applicants should not send application materials, transcripts, letters of reference or additional information to the PA Admissions office unless specifically requested to do so by the program. The program does not assume any responsibility for application materials sent to CASPA by the applicant.

In addition, the program requires a Supplemental Application, available on-line at www.hsc.unt.edu/paapplication. Supplemental applications should be submitted 30 days before the advertised deadline to allow timely processing. Application materials received after the advertised deadline may be delayed in processing and therefore may NOT receive full consideration for admission to the program.

The application evaluation and admissions process consists of four phases: application screening, screening for interviews, candidate interviews and final selection. Recommendations for admission are made by the Physician Assistant Studies Admissions Committee to the Dean of the Texas College of Osteopathic Medicine, who has final approval.

Applicant Selection

Successful applicants are expected to complete a personal interview conducted at UNT Health Science Center in Fort Worth prior to selection. Only top competitive applicants will be offered an interview. The Physician Assistant Admissions Committee selects applicants who are academically qualified to accomplish the work necessary to progress through the curriculum. Although an applicant's entire academic record is considered, academic excellence alone does not assure acceptance. Evidence of personal integrity, maturity, creativity, motivation, dedication and the ability to work with others are other factors that will be considered. These qualities and attitudes are evaluated by several

means, including letters of evaluation, the scope and nature of extracurricular activities (including work and volunteer experience), the scope and breadth of prior education, and through personal interviews. Although prior experience in a health care setting is not required, this experience is a beneficial attribute and is viewed positively by the Physician Assistant Studies Admissions Committee.

The University of North Texas Health Science Center is committed to the policy that all applicants will be considered without regard to age, race, creed, sex, national origin, veteran's status or disability. Consistent with the mission of the Master of Physician Assistant Studies degree program to serve the health care needs of Texans, the percentage of Texas residents admitted to each PA class will be the same as that established for the DO degree program of Texas College of Osteopathic Medicine, which currently is at least 90 percent Texas residents.

Texas Residency

Rules and regulations for determining residency status are set forth by the Texas Higher Education Coordinating Board. Up to 10 percent of each entering class may be filled with non-Texas residents. An alien living in the United States, under a visa permitting permanent residence, or who has filed with the proper federal immigration authorities a declaration of intention to become a citizen, has the same privilege of qualifying for Texas residency as do citizens of the United States. Residency is based on the student's status on the first day of registration.

Questions regarding requirements should be referred to the PA Admissions office.

Transfer Policy

All applicants must participate in a competitive admissions process. The program does not admit transfer students having less than the prerequisite coursework nor does it admit transfer students from other physician assistant programs.

Advance Placement/Course Waivers

Advance placement/course waivers are not offered or approved during the admissions process. Requests for advanced placement or course waiver must be submitted in writing to the PA Studies program director within 5 days after the first day of registration and enrollment. No course waivers will be considered after that time. Decisions are made on a case-by-case basis by the program director. No advance placement or course waiver can be given for clinical practice (clinical rotations). Advance placement or course waiver may only be considered when the enrolled student has:

- Successfully completed the exact or nearly exact same course as that listed in the current MPAS curriculum; and
- Taken the exact or nearly exact same course within 3 years of enrollment into the MPAS curriculum; and
- Completed the exact or nearly exact same course with a letter grade of "B" or better; and
- Has obtained written approval of the Director of PA Studies.

Tuition, Fees and Other Charges – 2004-2005

Tuition

Texas Resident	\$66 per semester credit hour
Non-Resident	\$282 per semester credit hour

Fees

Medical Malpractice Fee:	\$600 (charged over the course of the program)
Student Service Fee:	\$900 (charged over the course of the program)
Medical Service Fee:	\$567 (charged over the course of the program)
Library Use Fee	\$400 (charged over the course of the program)
Activity Center Fee:	\$225 (charged over the course of the program)
Laboratory Fee:	\$75 (charged over the course of the program)
Clinic/Lab Coat Fee	\$30 (one-time charge at matriculation)
Anatomy Fee	\$100 (charged over the course of Year 1 and Year 2)
Publication Fee	\$12 (per academic year)
Graduation Fee:	\$100 (one-time charge at graduation)
Student Identification Card:	\$5 (one-time charge)
Course Fees:	\$250 Year 1; \$250 Year 2; \$200 Year 3 (approximate based on \$25-\$50 per course)

Other Charges

Late Registration Fee:	\$25
Late Tuition Fee:	\$15 per month, to be applied as of the first day the month following each beginning semester date
Installment Payment Plan Fee:	\$15
ID Card Replacement Fee:	\$10
Transcript Fee:	\$4 per copy. The first TCOM transcript is free.
Special Examinations:	These are based on the charge of the examining body or agency at the time of the examination.
Parking Fee (optional):	\$80

Tuition and fees are subject to change by the Board of Regents, the Texas Legislature and legal rulings of the Texas Attorney General.

Health and Technical Standards

All candidates must meet certain health and technical standards to participate in the Physician Assistant (PA) educational program. Graduation signifies the graduate is prepared for entry into the practice of medicine with the requisite knowledge and skills to function in a broad variety of clinical situations and provide a wide spectrum of patient care. Technological compensation can be made for some disabilities in certain areas, but the PA candidate should be able to perform in a reasonably independent manner upon graduation. The use of a trained intermediary (or trained intermediaries) during the educational program requires the student's judgment to be mediated by someone else's power of selection and observation and is not a permissible accommodation. A candidate for the MPAS degree must have abilities and skills in the following five areas:

Observation: Observation requires the functional use of vision and somatic sensations. The candidate must be able to observe demonstrations and experience lessons in the basic sciences including, but not limited to, physiological and pharmacological demonstrations in animals, microbiologic cultures, and microscopic studies of tissues in normal and pathologic states. A candidate must be able to observe a patient accurately at a distance and close at hand. Observation is enhanced by functional use of the sense of smell.

Communication: A candidate should be able to speak, hear and observe in order to elicit information, describe changes in moods, activity and posture, and perceive nonverbal communications. A candidate must be able to communicate effectively and sensitively with patients. The candidate must be able to communicate effectively and efficiently in oral and

written form with all members of the health care team.

Motor: Candidates should have sufficient motor function to elicit information by palpation, auscultation, percussion and other diagnostic and therapeutic maneuvers. This includes performance of basic laboratory tests (urinalysis, CBC, etc.) and may also include diagnostic procedures (proctoscopy, paracentesis, etc.) and reading EKGs and X-rays. A candidate should be able to execute movements which are reasonably required to provide general care and emergency treatment to patients. Examples of emergency treatment reasonably required include the application of pressure to stop bleeding, the opening of obstructed airways, and the performance of simple obstetrical maneuvers. Such actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.

Intellectual: Candidates should possess Conceptual, Integrative and Quantitative Abilities. These include obtaining measurements and performing calculations, reasoning, analysis and synthesis. Problem solving, the critical skill demanded of physician assistants, requires all of these intellectual abilities. In addition, candidates should be able to comprehend three-dimensional relationships and to understand spatial relationships of structure.

Behavioral: Candidates must have sufficient emotional health required for full use of their intellectual abilities in the exercise of good judgment and prompt completion of all responsibilities attendant to the diagnosis and care of patients in a mature, sensitive and effective relationship to patients. Candidates must be able to function effectively under stress. They must be able to adapt to changing environments, display flexibility, and learn to function in the face

of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities which are assessed during the admission and education process.

Course of Study

Teaching Goals

Basic professional competencies represent the majority of study for PA students. Overall goals of the Master of Physician Assistant Studies (MPAS) program are to:

- Educate physician assistants who are equipped through academic and clinical training to provide patient care services with the appropriate supervision of a licensed physician.
- Provide a course of professional study that will provide graduates with appropriate knowledge of physical and mental disease and the skills to accurately and reliably perform the range of health care procedures and duties customarily ascribed to the PA profession.
- Foster development of the intellectual, ethical and professional attitudes and behaviors that generate trust and respect from the patient population served by the physician assistant.
- Prepare physician assistants with the knowledge, technical capabilities and judgment necessary to perform in a professional capacity.
- Prepare physician assistants to serve in expanded roles, which meet developing needs in society's health care environment.
- Prepare physician assistants through curriculum, clinical experiences and role models to provide medical services to underserved patient populations where the supervising physician may be physically located at the practice site or at a site remote from the physician assistant.
- Provide instruction that stresses the role of the physician assistant in health maintenance and preventive medicine while also taking into consideration the social, economic and ethical aspects of health care delivery.
- Provide didactic and clinical experiences that prepare the physician assistant for dealing with cultural diversity in the patient population.
- Provide educational experiences that promote understanding of the interdependence of health professionals and foster an interdisciplinary team approach to the delivery of primary health care.
- Prepare the physician assistant for expanded roles in underserved health care, including special patient populations, community assessment and resource management.
- Prepare the physician assistant with the knowledge and skills needed to perform clinical research activities and projects.
- Prepare physician assistants with the knowledge and skills needed to be life-long learners and design educational activities appropriate for patients and colleagues.
- Provide educational experiences that stimulate active learning in the science and art of medicine and that foster a desire for continued learning as a practicing professional.

Curriculum

Year 1: Fall

Course #	Course Name	SCH Hrs	Approx Time
PA 4104	Basic Human Sciences	12	Aug 2, 2004
PA 4105	Medical Terminology	1	through
PA 4211	Medical Interviewing	2	Dec 17, 2004
PA 4212	Physical Exam Skills with lab	4	
PA 5107	Principles of Epidemiology and Evidence-Based Medicine	3	
PA 5201	Introduction to PA Master's Project	2	

Year 1: Spring

Course #	Course Name	SCH Hrs	Approx Time
PA 4222	Physical Diagnosis with lab	4	Jan 10, 2005
PA 5202	Intro to Medical Practice and PA Profession	2	through
PA 5212	Underserved Primary Care	3	May 6, 2005
PA 5222	Educational Strategies for PA's	3	
PA 5301	Introduction to Disease	4	
PA 5303	Independent Study: PA Master's Project	1	
PA 5304	Introduction to EKG	1	
PA 5603	Introduction to Pharmacology/Clinical Therapeutics	3	

Year 2: Fall

Course #	Course Name	SCH Hrs	Approx Time
PA 4441	Supervised Practice I with practicums	3	Aug 2, 2004
PA 5303	Independent Study: PA Master's Project	1	through
PA 5601	Introduction to Radiology	1	Dec 10, 2004
PA 5602	Fundamentals of Behavioral Science	3	
PA 5603	Introduction to Clinical Therapeutics	3	
PA 5609	Integrated PA Clinical Medicine I with Clinical Integration Labs	13	

Year 2: Spring

Course #	Course Name	SCH Hrs	Approx Time
PA 4542	Supervised Practice II with practicums	3	Jan 3, 2005
PA 4450	Professional Issues for Medical Practice	2	through
PA 5303	Independent Study: PA Master's Project	1	April 29, 2005
PA 5702	Clinical Skills	2	

MASTER OF PHYSICIAN ASSISTANT STUDIES

PA Integrated PA Clinical Medicine II with Clinical Integration Labs 16
5712

Year 3: Summer, Fall, Spring

Course #	Course Name	SCH Hrs	Approx Time
PA 650	Elective Practicum	4	May 2004
PA 651	Master's Clinical Practicum	4	through
PA 653	Internal Medicine	8	April 2005
PA 654	Pediatrics	4	
PA 655	Family Medicine	8	
PA 656	Psychiatry	4	
PA 657	Surgery	8	
PA 658	Obstetrics & Gynecology	4	
PA 659	Emergency Medicine	4	

GRAND TOTAL 141

Course Descriptions

PA 4104. Basic Human Science

Basic Human Science is an integrated course offered by the departments of Pathology and Anatomy, Integrative Physiology, and Molecular Biology and Immunology. The course content includes human anatomy, biochemistry and physiology. The approach used in this course is the study of body systems, relating structure and biochemical processes to the function of each system as it strives to maintain homeostasis.

PA 4105. Medical Terminology

This course is designed to introduce the student to the structure of words used in the practice of medicine and health care provision. Included in this course are the identification of word parts, the definition of medical terms and the knowledge necessary to build medical terms used in verbal and written communications within health care systems, with practical applications to the patient record and organized by systems.

PA 4211. Medical Interviewing

This course is based upon a series of lectures and application exercises designed to teach medical interviewing techniques and communication skills. The course is supplemented by video feedback experiences. Lectures focus on patient-centered and provider-centered interviewing processes useful in obtaining information, defining symptoms, organizing data and documenting the patient chart.

PA 4212. Physical Exam Skills

This is a lecture and laboratory course that emphasizes inspection, palpation, percussion, and auscultation in a screening physical exam of the average patient. Psychomotor skills for exams and verbal descriptions of regular exams are equally emphasized. Accuracy, efficiency, thoroughness and reliability of a complete screening physical exam are stressed and carefully evaluated in this course.

PA 4222. Physical Diagnosis

This course is designed to expand on the Medical Interviewing and Physical Exam Skills courses taken previously in the curriculum. Physical diagnosis will focus on common disease processes and the specific historical information and physical findings typically encountered in practice with these problems. Disease scripting

and clinical decision-making will be introduced here.

PA 4532. Health Promotion and Disease Prevention in Practice

This is an interactive course that stresses the role of the physician assistant in health promotion and preventive medicine. Students are encouraged to consider the social, psychological, spiritual, economic, cultural and ethical aspects of health promotion and challenges of the modern health care delivery system. Emphasis is added in the practical application of health promotion and preventive medicine principles and goals.

PA 5107. Principles of Epidemiology and Evidence-Based Medicine

This is an introductory course in epidemiology. This course includes the principles and methods of epidemiological investigation regarding health and disease in patient populations. Portions of this course will be dedicated to the critical analysis of clinically related journal articles and the practice of medicine as it relates to the evidence in the literature.

PA 5201. Introduction to PA Master's Project

This course is designed as an introduction to the principles and formats of scholarly activities in medicine, as well as the introduction to the master's project requirements. All PA students are required to complete a major master's project in order to graduate. In this course, PA students will identify an area of interest and develop a prospectus for the master's project.

PA 5202. Introduction to Medical Practice and the PA Profession

This course is designed as an introduction to the history and practice of medicine and includes an introduction to the physician assistant profession. Students examine the role of the physician assistant in healthcare delivery and the historical development of the profession. Lectures focus on professional and social issues related to PA professional practice, including ethical decision-making.

PA 5212. Underserved Primary Care

A course designed to prepare the physician assistant for underserved primary care practice by examining issues specific to underserved patient populations, underserved health care delivery settings, and underserved community health needs.

PA5222. Educational Strategies for PA's

A course designed to prepare the physician assistant to be a life-long learner and educator of patients and colleagues by examining the characteristics of the adult learner, and basic competencies and skills for developing educational activities, based upon the purposes and needs of the learning situation. This course will include the basic principles and tools for measuring whether learning outcomes have been achieved.

PA 5310. Introduction to Disease

This course introduces the basic etiologies and pathogenesis that underlie all diseases. The course describes the mode of origin and development of most diseases, emphasizing pathophysiology in the areas of tissue inflammation, dysplasia, micro-organisms, immunity, genetics and metabolism.

PA 5303. Independent Study: PA Master's Project

In this course, PA students will be conducted, completed and presented their master's projects for program completion prior to graduation. The goals of this course are to initiate students' independent study attitude and to familiar students with formats of scholarly activities. Faculty will be made available to guide and monitor the student's progress and assess the quality of the work presented.

PA 4441. Supervised Practice I

This course is designed to introduce the student to direct patient care learning situations and provide a venue for the practice of medical interviewing and physical exam skills. The primary focus is to elicit and document a complete history and physical exam on actual patients. Although students are not required to develop a primary diagnosis or treatment plan, all attempts at doing so are encouraged.

PA 4450. Professional Issues for Medical Practice

This course continues to examine a variety of issues related to the physician assistant profession. The course will examine reimbursement issues related to health care delivery systems and the PA profession. Lectures also focus on the legal issues related to the profession, including risk management.

PA 4542. Supervised Practice II

This course provides supervised clinical experiences for the purposes of problem-oriented patient data gathering and reporting on real or simulated patients. Clinical decision-making skills and disease scripting are further refined in this course through practical experiences and case presentations.

PA 5601. Introduction to Radiology

This course teaches the students the basic approach to interpretation of radiological studies in the clinical setting. The focus of this course is on the recognition of anatomical landmarks and the recognition of normal and abnormal findings.

PA 5602. Fundamentals of Behavioral Science

This course is designed to introduce the student to common psychosocial disorders encountered in primary care practice. The focus of this course is the clinical presentation, differential diagnosis, clinical pharmacology, and opportunities for prevention of the most common presenting psychosocial disorders.

PA 5603. Introduction to Clinical Therapeutics

This course introduces the student to basic principles of pharmacology and focuses on the major drug classifications discussed in the Integrated PA Clinical Medicine courses, including mechanisms of action, side effects, and commonly prescribed medications in each category. Students also learn prescription writing skills and drug calculations to insure appropriate dosage.

PA 5609. Integrated Clinical Medicine I with Clinical Integration Labs

The course presents a multidimensional approach to the understanding of the most common clinical disorders in the following areas: dermatology, the musculoskeletal system, the cardiovascular system, ophthalmology, otorhinolaryngology, the pulmonary system, and the endocrine system. Attention will be given to diagnosis, pathophysiology, treatment and outcome measurement of common disease processes encountered in primary care. The course will include clinical integration labs, conducted in workshop/laboratory formats, allowing maximum participation. Attention in the labs will be given to learning patient management through case studies, incorporating patient presentations, the development of differential diagnoses, the clinical approach to patient diagnosis, treatment options and outcome measurements. Effort is made to

guide the students in the skills of medical problem-solving and self-directed patient management.

PA 5702. Clinical Skills

This course is designed to teach students the basic clinical skills utilized in primary care practice. Areas of focus include suturing, sterile technique, casting, venipuncture, IV's, and intubation.

PA 5712. Integrated Clinical Medicine II with Clinical Integration Labs

The course presents a multidimensional approach to the understanding of the most common clinical disorders in the following areas of clinical practice: neurology, the gastrointestinal system, the urinary/renal system, the reproductive system, multi-system diseases, geriatrics, pediatrics, and emergency medicine. Attention will be given to diagnosis, pathophysiology, treatment and outcome measurement of common disease processes encountered in primary care. The course will include clinical integration labs, conducted in workshop/laboratory formats, allowing maximum participation. Attention in the labs will be given to learning patient management through case studies, incorporating patient presentations, the development of differential diagnoses, the clinical approach to patient diagnosis, treatment options and outcome measurements. Effort is made to guide the students in the skills of medical problem-solving and self-directed patient management.

Clinical Practical

PA 650. Elective Practicum

This is an elective clinical practicum in an area chosen by the student, according to the student's individual clinical interest. Pending the approval of the clinical education coordinator and clinical preceptor, students are responsible for developing their own educational goals and objectives for this practicum.

PA 651. Master's Clinical Practicum

The focus of this practicum in the Underserved Primary Care Track is on the unique relationship between the primary care provider and the patient population in underserved settings. Students learn the special aspects of providing care in these settings, as well as the health care resources available in underserved communities.

or

For students in the Educational Track, the practicum will allow students to practice

educational activities covered in the medical education track courses. Academic activities will relate to the students' area of educational interest, including but not limited to the content and delivery of curriculum and educational evaluation.

PA 653. Internal Medicine Practicum

This practicum focuses on the adult patient population by concentrating on in-depth evaluation and ongoing treatment of patients with complex problems and/or chronic illness. Students learn the skills necessary to evaluate and manage the effects of chronic disease on multiple body systems and perform or assist in procedures commonly performed in internal medicine. This practicum contains experiences in both the outpatient and inpatient setting for the discipline.

PA 654. Pediatric Practicum

The patient population includes infants, small children and adolescents to age 18. Students will learn to evaluate, monitor and manage common pediatric problems and emergencies and act as a guide and resource to patients and their families as they progress through the growth and development from infancy through childhood and adolescence.

PA 655. Family Medicine Practicum

This practicum encompasses the treatment of patients from pediatrics to geriatrics. It focuses on important aspects related to health maintenance and preventive care, and the traditional aspects of medical care as it relates to the patient, family and community. Students will develop the skills necessary to evaluate, monitor and manage common health problems.

PA 656. Psychiatry Practicum

Students will develop the skills necessary to evaluate and manage patients with a variety of psychiatric problems. The practicum will provide students with the opportunity to develop an understanding of the role of psychiatrists, psychologists, social workers and nurses in the care of psychiatric patients. Students will learn the appropriate use of selected psychoactive pharmaceuticals. There will be opportunities for students to practice the skills necessary to perform a psychiatric interview and mental status examination and make referrals for specialized psychiatric treatment.

PA 657. Surgery Practicum

Within the operating room, students learn to employ proper techniques related to scrubbing (hand washing), gowning and gloving, maintaining sterile fields, retracting, gentle tissue manipulation, hemostasis, various methods of wound closure and dressing application. Additionally, students will learn to recognize and manage common postoperative complications and wound care. Students will learn sterile technique, proper and efficient use of surgical instruments, and evaluation and management of the pre- and post-surgical patient. This practicum contains experiences in general surgery and specialty surgery settings in the outpatient and inpatient areas of the discipline.

PA 658. Obstetrics & Gynecology Practicum

The focus is on the impact of disease processes related to the reproductive system of female patients. Students will develop the skills and knowledge necessary to evaluate, manage and educate patients in the areas of women's health, human sexuality, birth control, infertility, pregnancy, pre- and post-natal care, and menopause.

PA 659. Emergency Medicine Practicum

Students will develop the skills and knowledge necessary to recognize conditions that have the potential to progress to life-threatening or potentially disabling conditions. The student will learn to triage and stabilize patients with life-threatening or potentially disabling conditions, utilize lab and imaging studies, and interact with other health care professionals and victims' families in times of extreme stress.

Academic & Administrative Policies

Each student enrolled at the Health Science Center is responsible for knowing current academic and administrative policies and procedures that apply to enrollment in his or her chosen degree program. This section of the catalog provides selected academic and administrative policies that are unique in the MPAS degree program. Other Health Science Center and TCOM policies that apply to the physician assistant students are stated elsewhere in this catalog or in official Health Science Center documents and publications. The Health Science Center reserves the right to amend or add to these policies and scholastic regulations at any time during an individual student's enrollment

period provided that such changes or additions are intended to improve the quality of education and are introduced in a fair and deliberate manner.

Registration

Registration is conducted each semester and consists of paying tuition and fees as well as completing the appropriate registration forms from the offices of the Registrar, Financial Aid and the Student Affairs. Physician Assistant students are only permitted to register and attend courses and clinical practica that are listed on their official schedules and/or otherwise approved by the Director of the PA program. Students are not permitted to enroll in two or more courses scheduled to meet at the same time. Only properly enrolled students will be permitted to attend classes. No record will be kept of any academic work done by individuals whose enrollment in a course has not been authorized. Late fees are assessed for each day following the designated date of registration. A check returned because of insufficient funds will incur a penalty and also may result in an additional charge for late registration.

Attendance

Classroom and Laboratory Attendance

Participation in class and laboratory sessions is essential to good academic performance. Courses are typically offered only once during a student's enrollment period, therefore students are expected to attend all scheduled educational activities. Attendance is required at all laboratories, small group sessions and clinical experiences. The program and/or course director reserves the right to take attendance and students may be asked to sign attendance sheets. No student may sign an attendance roster on behalf of another student. Excessive absences can contribute to a failing grade and lead to dismissal. Each student is responsible for obtaining and learning subject materials presented during their absence. Instructors and/or course directors are not obligated to provide make-up sessions to students. The PA Student Performance Committee does consider attendance when reviewing a student's performance and making recommendations on probation, remediation and/or dismissal.

Clinical Practica

Clinical practicum experiences generally require 40+ hours per week of attendance. Some practica may require students to be available for more than 40 hours a week in order to meet all educational and performance objectives, including taking call and attending to patient care experiences during other than regular hours to obtain a passing grade. Other activities that may require additional time include attending rounds, continuing medical education activities, researching assignments, and presenting case studies. Students who become ill or have an emergency which causes them to be absent from any portion of their clinical practicum are required to notify the attending preceptor and the Clinical Education Coordinator as soon as possible. Excused absences are approved in accordance with school policy. Clinical preceptors are not authorized to individually approve excused absences. Students are usually required to make up any missed time from a practicum experience, even if the absence was considered excused. Students who miss more than 20 percent of a practicum are subject to course failure. Under these circumstances, students may be required to repeat all or a portion of the practicum or may be subject to other sanctions including dismissal.

Excused Absences for Special Activities

Excused absences for regularly scheduled activities are generally granted for emergencies (i.e., death in the family) or personal illness. Under certain circumstances, absences for special activities may also be approved by the Director of the Physician Assistant Studies Program. Such approval is documented/approved by completing an Excused Absence Form prior to the special activity. Travel plans should not be made (or tickets purchased) until written approval for the excused absence had been obtained.

Holidays and Religious Holy Days

Students should consult the official academic calendar for school-approved holidays. Excused absences for these days shall be approved in accordance with Health Science Center policy. During clinical practica (Year 3) of the curriculum, absences for non-posted holidays and religious or holy days must be approved and the Clinical Education Coordinator and clinical preceptor must be notified well in advance of the absence. Students may request release from clinical practica experiences for observance of a religious

holy day by submitting a Religious Holy Day Request Form to the Clinical Education Coordinator at the beginning of the semester. A letter of verification of holy days may be required from the student's religious institution. Reasonable attempts will be made to accommodate a request for absence where possible. Please refer to Section 51.911 of the Texas Education Code to see applicable guidelines for this policy.

Leave of Absence

A student in good academic standing may request a leave of absence due to a medical problem or serious personal problem. Students seeking a leave of absence should obtain assistance from the Student Affairs offices. Requests must be submitted in writing. Leave of absence will not be granted for reasons of poor academic standing. Requests for leave made by a student on academic probation shall be considered on a case-by-case basis. A request for a leave of absence due to a medical problem must be accompanied by documentation from a physician or licensed professional describing the nature of the disability and the estimated length of time needed for recovery. A request for a leave of absence due to personal reasons also requires substantiating documentation. Students must obtain and complete an approved Leave of Absence from the Registrar before they can be placed in a leave of absence status. Before readmission, regardless of the reason for the approved leave of absence, the student must submit a written request for readmission to the Dean of TCOM. The request for readmission must be accompanied by information or documentation (such as a letter from a physician) substantiating the student's ability to participate fully in the academic program. Leave of absence may not extend beyond one calendar year from the effective date.

Grading

Academic standards for successful completion of each course are contained in the course syllabi. Specific requirements for each course, including academic assignments, evaluation, and grading schemes and other conditions of satisfactory performances are contained in course syllabi. Modifications to course requirements and grading schemes may be made when judged necessary to improve instruction or to conform to scholastic regulations of the college. Students are expected to participate in all scheduled activities.

Participation may be a considered when assigning course grades.

Recording Grades

All course grades will be recorded on transcripts as letter grades, credit or no credit, or as a numerical grade using the 4.0 scale. Course grades using the 100-point scale are converted as described below:

Letter Grade	100-point scale	4.0 Scale
A	90 - 100	4.0
B	80 - 89	3.0
C	70 - 79	2.0
F	<60	0.0

A grade of "I" (incomplete) may be assigned when a student has not completed all course requirements and assignments due to special circumstances. Students must complete all requirements and assignments for courses and remedy incomplete grades by the end of the fifth class day of the next academic semester or according to a timeframe approved by the Director of the Physician Assistant Studies program or the Dean of TCOM. If the didactic course grade is not remedied within that time frame, the student cannot be promoted to the next semester or clinical education year without approval of the Director of the Physician Assistant Studies program. Students who receive a grade of incomplete on any clinical practicum will have 12 months or less from the date of issuance to fulfill practicum requirements. If all course requirements are not completed, incomplete course grades will automatically convert to "F" or failing for that course.

Evaluation of Student Performance

Frequency of examinations and evaluations is determined by course directors according to the volume and types of material covered. Primary methods used for evaluating student performance are by written examination, multiple choice, matching, true/false, short answer and essay-type questions. Evaluation of performance also may include required demonstrations of particular skills: examples include identifying and naming anatomic structures, setting up and using a microscope to identify organisms and tissues, suturing of materials and tissues together, medical interviewing and physical examination, clinical problem-solving and participating in group discussions. In some courses, research, self-learning and written reports are required.

Evaluation of students in clinical and laboratory settings will often require students to demonstrate visual, somatic, communicative, analytical, behavioral and discriminatory skills. Participation at lectures and laboratory sessions may be used when evaluating student's performance in a course. Professionalism is also assessed and graded. Students will be required to successfully complete practical assignments that include technical skills, problem-solving skills, interactions with patients and other health care workers, and the use of research tools (textbooks, journals and sources of medical information). An overall performance grade based on the above factors is assigned for each course and clinical practicum. Students shall be informed of their progress through formal and informal feedback mechanisms and through grades. Numerical grades are converted to letter grades for posting on transcripts. Course syllabi will contain the value of each grade component during a course. Students are also generally advised of their progress through interactions with instructors and preceptors.

Grade Appeals

Grades are assigned according to requirements contained in the course syllabus. Grade appeals must be submitted in writing and comply with the Student Grievance Policy found in the General Student Handbook. Disputes over individual grades within a course are handled at the course level by the course director and involved faculty members as required. Course grades may be appealed if: 1) The final course grade has been incorrectly assigned to the student (e.g., to miscalculation or failure to include points earned by the student but not credited towards the final grade), or 2) The final course grade has been unjustly rendered (e.g., did not follow the procedures outlined in the course syllabus), or 3) The final course grade appears to have been assigned in a capricious manner. A student will first seek to resolve the academic problem or complaint through the appropriate administrative channels, entering at the lowest appropriate level and proceeding in the order contained in the Student Grievance Policy with the exception that the Director of Physician Assistant Studies shall be inserted just ahead of the Associate Dean, who is then followed by the Dean of the Texas College of Osteopathic Medicine. Grade appeals must be submitted within five working days of their official posting. Further appeals of decisions must be initiated by the student in writing within five (5) working days of

receipt of the decision. The decision of the Dean of Texas College of Osteopathic Medicine on academic appeals is final. Documentation will be maintained at each step of the appeals process in accordance with UNTHSC policy on records retention and State/Federal law.

Remediation of Failing Course Grades

Physician Assistant students must achieve a passing grade in each academic course listed in the Master of Physician Assistant Studies curriculum to progress and to graduate. Students may be given an opportunity to remedy deficiencies contributing to an overall failing course or practicum grade. This opportunity is a privilege that must be earned by the student. The opportunity to remedy deficiencies often depends on whether the student has made serious efforts to earn a passing grade. These efforts generally include:

Attending help sessions

Participation in each educational experience

Participating in class, laboratories and small group activities

Seeking help with study skills through the Office of Student Affairs

Notifying the course director of problems before a failing grade occurs

Seeking help from the Master of Physician Assistant Studies faculty during the regular offering of the course.

In all cases, grading and learning requirements listed in the course or practicum syllabus will be used to determine a remedy plan for obtaining a passing grade. Any student failing a course or clinical practicum will be placed on academic probation. Subsequent failure of that course or any other course will result in dismissal, unless otherwise recommended for retention by the PA Student Performance Committee and approved by the Dean of TCOM. Students should examine each course/practicum syllabus to determine how grades will be assigned. Students may continue in courses and clinical practica until all remediation opportunities have been completed.

Promotion/Probation and Dismissal

Each student must meet the minimum standards and requirements set by the PA Studies Program, the Texas College of Osteopathic Medicine, and the University of North Texas Health Science Center to remain in good standing. The PA Student Performance Committee (PASPC) may be called upon to evaluate an individual student's progress and/or

performance in order to provide recommendations to the faculty or administration on matters of probation, dismissal, promotion, retention, graduation, and remediation. Normal progression through the curriculum requires students to satisfactorily complete all course requirements to graduate. The program does not guarantee any student that once enrolled they will accomplish all degree requirements. Students who do not meet standards for promotion and graduation may be offered opportunities to correct deficiencies according to guidelines in the individual course syllabus and/or program policy.

Non-academic Probation

Enrollment at the health science center is considered implicit acceptance of the rules, regulations, and guidelines governing student behavior and promulgated by the institution. The student is responsible for being aware of these requirements. In addition, all students are expected to know and obey the requirements of federal, state, and local laws. Any student who violates a provision of those laws is subject to disciplinary action, including expulsion, notwithstanding any action taken by civil authorities on account of the violation. Special care shall be taken to assure due process and to identify the defined routes of appeal when a student feels their rights have been violated. PA students may be subject to misconduct penalties and placed on non-academic probation for breaches of conduct contained in the Student Code of Conduct and/or a course syllabus.

Academic Probation

"Good" standing requires maintenance of a cumulative grade point average of 2.50 or better in the MPAS curriculum. Any student whose academic performance falls below minimum standards may be placed on academic probation. A student who fails a course during their enrollment will be placed on academic probation, which serves notice to the student that their continued enrollment is subject to remedy of failing grades and satisfactory performance in all subsequent courses. A student who fails to meet minimum standards of academic performance or who fails to pass a course a second time will be recommended for dismissal. Students not in good standing or on academic probation are not eligible to hold office in sanctioned student groups and therefore may be required to resign from any elected or appointed positions held.

Marginal Performance

Any student whose overall GPA falls below 2.85 for a single semester will be considered as having marginal performance. First or second year PA students with marginal performance will be required to meet with the Director of PA Studies (or designee) and the Vice President of Student Affairs (or designee) to develop a plan for improving their performance. If the student's overall GPA falls below 2.50 and based upon a recommendation by the Academic or Clinical Coordinator for the program, the student may be considered for placement on academic probation.

Dismissal

A student may be dismissed from the program if that student:

- Earns a failing grade in any academic course or clinical practicum
- Fails a course or clinical practicum due to unprofessional behavior
- Fails a course or clinical practicum a second time
- Fails to progress satisfactorily as outlined in an approved remediation plan
- Fails to comply with the Student Code of Conduct

Failure to earn a passing grade for a course/clinical practicum will be considered grounds for automatic dismissal unless otherwise approved for retention by the Dean of TCOM. The PA Student Performance Committee is not restricted from recommending PA students for probation or dismissal for reasons of unethical, unprofessional, and/or unacceptable behavior by the student. Failure due to poor class participation must be documented. Students who do not meet the standards specified for promotion and graduation may be given opportunities to correct deficiencies. Any student failing a course or clinical practicum while on academic probation is subject to automatic dismissal, unless otherwise recommended for retention by the PA Student Performance Committee and approved by the Dean of TCOM.

Re-Admission after Dismissal

Any student seeking readmission after dismissal from the PA program must apply through the normal admissions process. The academic record of any student who applies for re-admission will automatically become a part of the data considered by the admissions committee. Any student who is readmitted and subsequently receives a failing grade in any course will be

automatically recommended for dismissal without an opportunity for subsequent readmission.

Requirements for Graduation:*

Graduation requirements are listed in the catalog at the time of the student's entry into the Master of Physician Assistant Studies program. Normally, these requirements can be satisfied within 36 consecutive months. Students may be required to meet additional requirements to meet other health science center, state or national regulations. Students who have met all course requirements and been recommended for graduation may be awarded the Master of Physician Assistant Studies (MPAS) degree provided they meet the conditions listed below:

1. Have achieved grades of "C," "Credit," or better in all assigned courses and clinical practica.
2. Have completed six academic years of credit at an accredited college or university, of which at least the last three were completed at the University of North Texas Health Science Center at Fort Worth.
3. Have complied with all legal and financial requirements of the University of North Texas Health Science Center at Fort Worth.
4. Have exhibited the ethical, professional, behavioral and personal characteristics necessary for practice as a physician assistant.
5. Have completed and returned to the Office of the Registrar an Exit Questionnaire and a Clearance Check Form.
6. Have attended the commencement ceremony at which the degree is to be awarded.
7. Have met the following requisites and time limits: If a student withdraws, decelerates, or is dismissed and later re-enters the program, or if a student is granted an extension beyond 36 months, that student must meet the requirements listed for the class with whom he or she will graduate. A student who has been dismissed due to poor academic progress, and later is readmitted to the program, has no more than 36 months from the date of re-entry to pass any academic course(s) that was (were) failed and must also complete any subsequent incomplete courses. A student dismissed due to a failing grade in a clinical practicum, who later is readmitted to the program, has not more than 12 months from the date of re-entry to successfully complete the practicum that was failed and any subsequent incomplete practica. The maximum time limit for completing all graduation requirements is 72 months.

** Students who do not fulfill all graduation requirements by the day of graduation will not be allowed to participate in commencement ceremonies without permission of the Dean of TCOM. Only in unusual circumstances, and with approval of the president, will a degree be awarded in absentia. Students will not be considered graduates in any capacity until they have successfully completed all requirements.*

Withdrawal

The Master of Physician Assistant Studies Program adheres to the UNTHSC policy on course withdrawals. A student who withdraws from a course and fails to complete it within specified time periods contained in the college catalog will not be permitted to progress in the curriculum or to graduate.

Application for voluntary withdrawal from the health science center must be made in writing to the Dean of TCOM. Except in rare and unusual circumstances, the application will be accompanied by a personal interview with the Program Director, the Associate Vice President for Student Affairs, and the Dean of TCOM. Students who withdraw or fail to attend classes or clinical practicum experiences without notifying the Registrar and/or the Dean of TCOM and without completing the established withdrawal procedures within 30 days, will automatically be dismissed.

At the time withdrawal is granted, an entry will be made on the official permanent record indicating the academic standing of the student. "Withdrawal in good standing" will be recorded if the student is not on academic probation and has maintained a passing grade in each enrolled course during the semester in which the withdrawal is requested. "Withdrawal not in good academic standing" will be recorded if the student is on academic probation or has maintained a cumulative grade below passing in enrolled courses during the semester in which the withdrawal is requested.

Students must obtain and complete a Withdrawal Form (available from the Registrar) before they can officially withdraw from the educational program. Students who do not complete the Withdrawal Form and process will not be entitled to an official withdrawal and consequently, can not be considered for readmission at a later date. Readmission is not assured unless it is a part of the final decision and/or agreement made by the withdrawing student, the Director of the PA Program and the Dean of TCOM. This final decision and/or agreement will be in writing.

Students who are granted readmission following withdrawal in good academic standing usually will re-enter at the beginning of the next academic year and must register for all courses scheduled during that academic year, including those previously completed and passed, unless stipulated otherwise in a written agreement with the Dean.

Students who withdraw, who are not in good academic standing may request readmission through regular the Admissions Application process. The Admissions Committee will evaluate the student's entire academic record and make a recommendation to the Dean of TCOM. Any student who withdraws due to poor academic progress, re-enters the health science center and receives a failing grade in any course will be recommended for dismissal without opportunity for readmission.

Other Policies

Master's Project

All students enrolled in the Master of Physician Assistant Studies Program must successfully complete a master's project and receive a passing grade in order to graduate. Faculty will be made available to guide students in this process, monitor the student's progress and assess the quality of the work presented. The Coordinator of PA Research Studies will determine and notify the student when successful completion of requirements has been achieved.

Scheduling of Examinations

Examinations are given at a scheduled time and date. Course directors determine examination formats. Students must take examinations at the time they are originally scheduled. Failure to do so will result in a grade of "zero" on the missed exam unless other arrangements have been made with the course director. No examinations will be distributed after the first student has turned in a completed examination. All students who arrive later than the scheduled start time for the exam must fill out a "Late for Exam" form provided by the exam proctor and schedule a meeting with the Academic Coordinator immediately. Consistent patterns of late arrivals for exams may be considered unprofessional conduct and could result in dismissal from the program. No students will be exempt from taking final examinations.

Make-up Examinations

A make-up examination is defined as an examination administered to a student in lieu of a regular course examination when the student has (1) arranged in advance to take an examination early or late, or (2) missed taking a regularly scheduled examination. Make-up examinations are given only in the case of an approved absence or documented medical excuse. Approval is required from the course director in order to authorize a make-up examination. Students who miss a scheduled examination without receiving approval by the course director to either take an early or late examination or to make up a missed examination will receive a grade of "zero" for that examination. Students who miss an examination are not permitted to participate in a post-exam review of that examination. To arrange for an early or late make-up examination, students must obtain and complete an excused absence form requesting a make-up examination. In the case of an early examination, the completed form must be submitted to the course director at least five (5) days before the date of the exam. This form documents the reason for the absence and the date the student requested for the make-up examination. In the case of a missed examination, within five business days after the missed examination, the student must obtain and complete an excused absence form to request a make-up examination. Approval of the excused absence and make-up examination must be obtained from the course director. If approved, the make-up examination must be administered within seven (7) days following approval, except when the course director determines that additional time is needed.

Use of Examinations Obtained from External Sources

UNT Health Science Center takes reasonable actions to ensure the security of testing materials obtained from external sources. Measures include, but are not limited to, requiring students to sign a statement that acknowledges the student's awareness that:

1. External testing materials are owned and copyrighted by outside entities and that any form of copying these materials is prohibited.
2. Students will not reproduce or distribute external testing materials that are owned and copyrighted by outside entities.
3. Students will not distribute any external testing materials (or portions thereof) to

students at other schools or to any other persons.

Performance of Patient Care Related Activities

Achieving the educational goals of the program will call for students to become involved in activities at medical clinics and in hospital settings where direct patient care is provided. These activities typically include supervised direct patient care and access to patient care related information. Students are not permitted take the responsibility or place of qualified professional staff. Involvement in patient care is permitted only when authorized or by an assigned clinical preceptor or a faculty member. Under no circumstances are students permitted to write patient care orders independently or be assigned patient care activities that exceed those a graduate physician assistant would otherwise be directed to perform.

Patient Notification of Student Status

Students must take reasonable steps to disclose their status as a "physician assistant student" while performing patient care related activities. Except in the operating room or other location where it would pose an infection or safety hazard, students are required to wear an identification badge at all times while on clinical rotations and when involved in patient care.

Service Work

Students are not permitted to take the responsibility or place of professional or regular staff while serving in clinical experiences or clinical practica. Students may not accept payments, stipends, or other remuneration for services that they perform as a part of their educational program.

Menial Tasking

Students may be asked to perform menial tasks such as transporting patients, collecting laboratory specimens, answering telephones, paging team members, or filing reports as long as they are not paid for performing these services and as long as the activities do not conflict with the student's overall learning experience.

Supervision of Medical Services

PA students are prohibited from performing any medical services or function without appropriate supervision.

Employment

Students are expected to give attendance to completion of assignments and rotation requirements priority over employment. Some practicum assignments may call for the student to attend patient care activities at unusual or irregular hours or at places that are geographically separate from the main campus and/or their primary residence. Failure to meet course expectations due to employment conflicts may be cause for dismissal from the program.

Off-Campus Educational Activities

Some clinical practica and educational experiences take place off-campus and outside the immediate vicinity of Fort Worth. Attempt is made to assist students in obtaining free or reduced-cost housing; however students are not guaranteed its availability and cannot be afforded special consideration due to employment concerns.

Course/Instructor Evaluation

Each student is responsible for providing constructive evaluation of each course, clinical practicum and instructor in the curriculum within five (5) class days after each course or practicum ends. This responsibility is met by participation in the course evaluations and as defined in administrative policy S/TCOM/Acad-36; if the responsibility is not met, the student will be given an "I" (incomplete) for the course until such evaluation is completed. All evaluations must be current before students can register for the next semester or graduate.

Academic Honors

It is a health science center tradition to recognize its highest scholars and promote academic excellence. Students may be awarded "Honors" upon graduation if their overall grade point average is greater than or equivalent to 3.51 on a 4.0 scale. The Dean's List is established to recognize students who have achieved academic excellence in an academic semester. Placement on the Dean's List occurs when a PA student achieves a semester grade point average of 3.51 or greater for a semester that is primarily didactic. A student who has been placed on probation for any reason during their enrollment is not eligible for Dean's List recognition. Due to the variable nature of clinical practica, Dean's List recognition is not awarded during the clinical practica year. Other special awards may be utilized by the PA program to recognize exceptional academic,

clinical and leadership performance by a student. These awards are not annotated on the student's official transcript. President's Scholar distinction is among these awards and is the highest honor that is bestowed upon a PA student at graduation. Recommendation for the award is made by the Director of PA Studies, and is subject to approval by the President of UNTHSC. No graduate who has failed a course or rotation, or who has not been enrolled as a full-time student, or who has been placed on academic or disciplinary probation during their enrollment can receive a degree with honors or receive the President's Scholar distinction.

Transcripts from UNTHSC

The term "academic transcript" refers to a copy of the official permanent record of a student's approved academic course work, including academic marks, scholarships and degrees. Students may obtain copies of their transcripts by submitting written requests to the Office of the Registrar. The first copy of the TCOM transcript is free. A \$4 fee is charged thereafter for each official transcript. A \$1 fee is charged for each copy of an undergraduate transcript in a student's file. Alteration of academic records or transcripts with the intent to use such a document fraudulently is a crime punishable by law. The penalty is a fine of not more than \$1,000 and/or confinement in the county jail for a period not to exceed one year. Appropriate payment of tuition and fees must be made before a transcript will be released.

Dual Degree Program

The University of North Texas Health Science Center offers several dual-degree programs within the institution. Because each degree program requires the student to follow a separate curriculum in two schools, each school will have administrative authority over its specific degree program.

Application Procedures

To apply to the DO/PhD, DO/MS or DO/MPH degree programs, students must first apply to the Texas Medical and Dental Schools Application Service according to the application procedures in this catalog. Applicants should indicate on the supplemental application the dual-degree program in which they are interested. Dual-degree applicants are reviewed by the Dual-Program Admission Committee. It is highly recommended that applicants for the dual-degree programs apply early in the application season.

For more information on the DO/MS or DO/PhD programs, please contact the graduate school office. Contact the School of Public Health admissions office for more information on the DO/MPH program.

Dual Degrees with the Graduate School of Biomedical Sciences

DO/PhD (Medical Scientist Training Program) DO/MS

The Graduate School of Biomedical Sciences participates in the DO/PhD and DO/MS programs with the Texas College of Osteopathic Medicine (TCOM). Typically, the DO/PhD program will be six to seven years in length. The DO/MS program is typically five years in length.

Students may pursue a DO/PhD through the Medical Scientist Training Program (MSTP), which guarantees funding from the Graduate School of Biomedical Sciences during Block 2 of the program, as well as payment of graduate tuition and fees. Support may be available during other blocks of the program through TCOM.

Students may choose from a wide range of disciplines, including cell biology and genetics, biochemistry and molecular biology, microbiology and immunology, physiology, and pharmacology and neuroscience. Additional information on

specific programs is available from the Graduate School of Biomedical Sciences.

Application Procedures

An applicant to the MSTP program must first apply to the Texas Medical and Dental Schools Application Service. Applicants should indicate the dual degree program in which they are interested on the application. If invited for interview, applicants will participate in three interviews, rather than the standard two for applicants to the DO program. Applications are then processed through a dual program admissions committee.

Individuals who become interested in pursuing the DO/PhD after gaining acceptance to either TCOM or the Graduate School of Biomedical Sciences must make formal application to the school in which they are not already enrolled. Procedures are in place to streamline this process by sharing information already in institutional records. Applicants who decide to pursue the DO/PhD after gaining acceptance to either TCOM or the Graduate School of Biomedical Sciences may not be considered for the MSTP.

Applicants to the DO/MS program may apply either using the dual degree admissions process described above or by applying to each school separately. DO/MS applicants will not be considered for the MSTP.

Formats

The general formats of the dual degree programs are explained below. While the formats may be regarded as standard working formats, deviations from these formats that meet the curriculum requirements are also acceptable. A degree plan is established by the student's major professor and advisory committee and filed in the graduate office.

DO/PhD Format

Block 1 consists of the pre-clinical years for the DO degree program. During Block 1, students will complete the first two years of the DO curriculum and will pass Part 1 of the College of Osteopathic Medical Licensing Examination (COMLEX). During this block, students will register only in TCOM.

An exception to this rule can be made if students wish to register for graduate courses which are not part of the DO curriculum during this block. In this case, students will register for such graduate

courses through the Graduate School of Biomedical Sciences.

During Block 1, students will select a graduate advisory committee and will file an approved graduate degree plan of at least 90 semester credit hours (SCH) with the graduate school. DO/PhD students are credited 30 SCH of advanced standing toward a PhD for the basic science didactic course work required in the DO curriculum.

Block 2 consists of at least two years dedicated to graduate study.

During Block 2, students are expected to complete all course work required for a PhD degree, complete the requirements for advancement to candidacy, file an approved dissertation research proposal and make significant progress toward the completion of their dissertation research. It is not uncommon for students to continue research and complete the dissertation during Block 3.

Block 3 students will complete required clinical rotations and electives and will pass Part 2 of the COMLEX. During this block, students may also continue work toward the doctoral dissertation.

At the end of Block 3, students are expected to have completed the curriculum required for a DO degree and to

60 additional SCH of graduate courses under the Graduate School of Biomedical Sciences as required for the second degree, including the dissertation. Following completion of the curriculum required for both degrees, students are awarded a DO degree from TCOM and a PhD from the Graduate School of Biomedical Sciences.

DO/MS Format

Block 1 consists of the pre-clinical years for the DO degree. During Block 1, students will complete the first two years of a DO curriculum and will pass Part 1 of COMLEX. During this block, students will register only in TCOM. An exception can be made if students want to register for graduate courses that are not part of the DO curriculum during this block. In this case, the student will register for such graduate courses through the Graduate School of Biomedical Sciences.

During Block 1, students will select a graduate advisory committee and will file an approved graduate degree plan of at least 30 semester credit hours (SCH) with the graduate school. DO/MS students are given up to 18 SCH of advanced standing toward an MS degree for the

basic science didactic course work required in the DO curriculum.

Block 2 consists of at least one year dedicated to graduate study.

During Block 2, students are expected to complete all course work required for the MS degree, file an approved thesis research proposal and make significant progress toward the completion of their thesis research.

Block 3 students will complete the required clinical rotations and electives and will pass Part 2 of the COMLEX. During this block, students may also continue work toward their master's thesis.

At the end of Block 3, students are expected to have completed the curriculum required for a DO degree and to have completed at least 12 additional SCH of graduate courses in the Graduate School of Biomedical Sciences as required for the second degree, including the research thesis. Following completion of the curriculum required for both degrees, students are awarded a DO degree from TCOM and a MS from the Graduate School of Biomedical Sciences.

Costs, Financial Obligations and Assistance

DO/PhD and DO/MS students pay standard medical school tuition and fees during each block that they are enrolled in TCOM. They also pay the hourly tuition rate and fees for all courses not required for the DO degree, i.e., the credit hours required for the graduate degree. Non-Texas residents pursuing a DO/PhD are assessed tuition at the in-state rate for both medical and graduate school.

The health science center will provide financial support to students chosen for the MSTP by the dual program admissions committee to seek the DO/PhD. This includes a fellowship in an amount sufficient to pay all graduate tuition costs during Block 2 and a graduate assistantship during that block. Support may be available during other blocks, as well.

Students who are not selected to participate in the MSTP often receive funding during Block 2 from other sources, including research grants, departmental assistantships and other departmental funds. All dual degree program students are eligible to apply for financial aid.

Master of Science in Clinical Research and Education

The Master of Science in Clinical Research and Education is for students who have completed or are completing graduate level training in a clinical health care discipline who want to advance osteopathic medicine and medical principles through teaching and/or research. The degree is designed to build on students' clinical skills by fostering the development of additional skills in educational methodology and research techniques. While the degree can help any student planning a clinical career by helping them to be more sophisticated consumers of the latest research, it is designed to be of particular value to students planning a career in graduate medical education or in academic medicine.

Training focuses on producing clinicians who can enhance the resources of the osteopathic medical profession in the development of clinical research and teaching of osteopathic manipulative medicine (OMM). Therefore, these principles and techniques provide the focus and foundation of this program.

Applications are accepted from current students and from residents and clinicians who have already completed their primary training.

hours) during the summer prior to matriculation into medical school and enroll in one School of Public Health evening course during each semester of Year 1 and Year 2 of medical school. Contact the School of Public Health at 817-735-2252 for more information on the MPH curriculum.

Dual Degree with the School of Public Health

DO/MPH Training Program

The primary goal of the DO/MPH program is to provide clinical professionals with specialized public health training to develop, integrate and apply culturally competent social, psychological and biomedical approaches to the promotion and preservation of health. Participation in this program is subject to approval by the TCOM Associate Dean for Academic Affairs.

There are two options in the DO/MPH program. The first option is to extend the period for completion of the public health and medical degrees to five years by registering for the majority of the public health courses between Year 2 and Year 3 of the medical school curriculum.

The second option is to complete the MPH degree requirements during the four years of medical education in TCOM. In order to receive an MPH degree at the time of medical school graduation, students must enter the MPH program and take courses (at least 9-12 semester credit

Texas College of Osteopathic Medicine

ACADEMIC INFORMATION



2004 - 2005 CATALOG

Financial Aid

The University of North Texas Health Science Center offers scholarship and loan programs to assist students in meeting the costs of financing a medical education. Although financial aid is available for eligible students, it should be considered a supplement to a student's own financial resources.

The focus of the Financial Aid Office is customer service and the prompt delivery of student funds. Counselors take students step-by-step through the application process to ensure that students receive the best funds available and that details of all programs are understood. While financial aid is heavily regulated, the staff strives to help students navigate this complex path in a professional and courteous manner.

Student Eligibility

To be considered for financial assistance, a student must meet the following eligibility criteria:

- Certify that he or she does not owe a refund on any grant or loan, is not in default on any loan or has made satisfactory arrangements to repay any defaulted loan, and has not borrowed in excess of the loan limits on any federal programs
- Register with the Selective Service if required to do so
- Maintain satisfactory academic progress
- Use all funds received as financial aid for educational purposes only

Student Financial Aid Counseling

Individual student counseling is available and encouraged. Counselors are available to discuss budgeting and types of financial aid awards. Students receiving federal loans are required to receive in-person counseling before the release of the first disbursement of their first loan.

Student Budgets

Student budgets are developed within federal guidelines and must meet the approval of the Texas Higher Education Coordinating Board. These budgets are re-evaluated periodically and may or may not change depending on requirements by federal law. The cost of attendance is summarized as follows and is for the student only:

- Tuition and fees
- Books and supplies

- Room and board
- Transportation
- Miscellaneous expenses

Allowances for those students with dependents requiring dependent care and allowances for handicapped students may be permitted for students meeting specific requirements. In addition, students with unusual or extenuating school-related circumstances that may require special consideration should contact the Financial Aid Office promptly. In some instances, students may be required to supply additional information for a complete evaluation of a request.

Students applying for financial aid must complete the Free Application for Federal Student Aid (FAFSA). A new application is required for each school year in which aid is needed.

Federal Loan Programs

Students who complete the FAFSA and meet all general eligibility requirements as outlined for each program may apply for federal financial aid. In addition, most aid programs require that the recipient adhere to academic and/or financial criteria in order to maintain eligibility. Some programs have limited funds; therefore, student files that are completed first are considered first. Major federal programs available can include:

- Primary Care Loans
- Federal Work Study
- Scholarship for Disadvantaged Students
- Federal Perkins Loans
- Federal Family Education Loan Programs

Students interested in armed forces programs should contact their local recruiter or a recruiter in the Dallas/ Fort Worth metroplex.

In addition, students may apply through the health science center's Financial Aid Office for various state, institutional and private scholarship/loan programs. Students may also apply directly to private foundations for scholarships and loans. Several programs have individual selection criteria and various award limits. Contact the Financial Aid Office for more information.

Credit Eligibility

Due to the demanding course schedule, holding a part-time job may not be possible. This creates a greater dependence on financial aid to cover living expenses. Some students discover a need to borrow additional funds beyond what the Stafford programs will allow. The source of these additional funds is usually a private alternative educational loan.

Unlike Stafford loans, the government does not guarantee alternative loans. Therefore, lenders usually review a student's credit history before granting an alternative loan. Educational loan defaults, bankruptcies, charge-offs, foreclosures, judgments, liens or an excess of slow payments could damage the chances of receiving the alternative loans necessary to cover all educational and living expenses that a student is responsible for while attending medical school.

A good credit history is important to ensure that any student is able to take full advantage of all funding options available through financial aid.

Insurance for Alternative Loans

Unlike Stafford loans, most alternative loans do not include a death/disability clause. This means that most alternative loans are not forgiven in the event of death or total disability. We recommend that any student planning to borrow money from an alternative loan program consider securing adequate insurance coverage for the loan

Campus Resources

Food Service

Snack food is available from various on-campus vending machines and the health science center gift shop located on the second floor library lobby. Lunch is sold daily in the Stairwell Café, located on the first floor of the library.

Health Services

Health care services are available to students through the UNT Health Science Center's Central Family Practice Clinic in the Patient Care Center. The student is responsible for all appropriate fees, and must provide proof of insurance. Student Health Services or the student's primary primary care physician (as specified by the student's insurance plan) must approve referrals to specialty clinics. For more information, please contact the Central Family Practice Clinic at 817-735-2228.

Student Health Insurance

It is required that all students carry medical insurance and hospitalization insurance while enrolled at the health science center. Proof of insurance in the form of a signed verification form must be completed prior to initial registration and enrollment. Insurance coverage must remain in effect throughout the duration of enrollment.

Although insurance may be purchased from any insurance carrier, a non-university affiliated carrier for enrolled students offers a group student health insurance plan. Application forms are available in the student affairs office.

Housing

The UNT health science center does not provide on-campus student housing to its students. However, students will find a variety of housing opportunities in the area. Every student is responsible for making his or her own housing arrangements. Please visit: <http://students.hsc.unt.edu> and click on "Housing Opportunities" for available options.

The health science center does not assume any responsibility for student housing arrangements. The health science center supports the federal housing policy that homeowners do not discriminate because of

race, color, gender, age, disability, veteran status, or national origin.

Campus Police

The UNT Health Science Center Campus Police Department operates 24 hours per day, 7 days a week. Campus Police officers are fully licensed peace officers vested with all the powers, privileges, and immunities of peace officers in the State of Texas. They are authorized to function as the local law enforcement authority in all counties in which property is owned, leased, rented or otherwise under the control of the health science center.

In compliance with the Jeanne Clery Campus Security Policy and Crime Statistics Reporting Act and the 1998 amendments to the Higher Education Act, a Campus Police Crime Log, containing all reportable crimes is maintained and made available to the general public. Such crimes are logged and open to public inspection within two business days of the report.

Exceptions to disclosure of statistics will be made to protect ongoing investigations and victims of sensitive crimes. The non-emergency phone number for the campus police is 817-735-2210. **For emergencies, please call 817-735-2600 or ext. 2600 from any campus phone!**

Motor Vehicle Registration

Those who operate motor vehicles and bicycles on campus must comply with the Texas Uniform Traffic Code and the published center regulations regarding vehicle and bicycle use, parking, display of decals, and penalties for violation.

ID Cards

Identification cards are issued during registration. These must be worn at all times while the student is on campus, or, if applicable, on preceptorships, internships, and clinical rotations.

The ID card is void upon termination or interruption of enrollment and when not properly encoded. Fraudulent use of an ID card subjects the user to a fine of \$2,000 and up to one year in jail (Class A Misdemeanor). Anyone who uses the ID card to give false

information to a police officer is subject to a fine of \$200 (Class C Misdemeanor).

Replacement ID cards may be purchased for a \$15 fee. Please contact Biomedical Communications at 817-735-2470 for more information. A stolen card should be reported to Campus Police immediately.

Liability

The health science center is not responsible for, and does not assume any liability for loss of or damage to personal property. Students may wish to provide personal insurance coverage for their possessions on campus.

Recreation Facilities-Founder's Activity Center

The Founders Activity Center is located on the north side of the campus, and is open 7 days a week to students, faculty members and staff. The center features aerobic classes, regularly scheduled recreational sports, a multipurpose outdoor court, and recreational equipment. Cardiovascular exercise equipment, free weights and weight machines are also available. The center's health promotion manager can tailor exercise and nutrition programs to the individual. For more information and a current schedule of activities, please visit the website at: www.hsc.unt.edu/fac or contact the health promotion manager at 817-735-2209.

Veterans Benefits

The health science center is approved by the Texas Workforce Commission for the training of men and women who have served in the armed forces. Assistance is provided to students who are on active duty or are veterans. Veterans should contact the Office of the Registrar for the appropriate forms to establish eligibility for assistance. The completed forms and a copy of Form DD-214 must be forwarded to the Office of the Registrar.

Veterans must maintain the minimum passing grade for their academic program to remain eligible to receive veterans' benefits. The Office of the Registrar can answer questions on veterans' benefits.

Policies Pertaining to Students

General Administrative Policies

This catalog contains official academic and administrative regulations for both DO and Physician Assistant Studies programs. General policies that apply to both programs are in this section of the catalog; specific policies for each program are in the respective sections of this catalog. Academic policies and scholastic regulations also are presented in other official health science center documents and specific program publications.

Each student enrolled at UNT Health Science Center is responsible for knowing current academic policies and scholastic regulations, general and specific requirements, and operational policies that apply to registration and instruction.

The health science center reserves the right to amend or add to the academic policies and scholastic regulations at any time, provided that such changes or additions are intended to improve the quality of education and are introduced in a fair and deliberate manner with appropriate notice provided to all students affected by the changes.

Immunizations

The Texas Department of Health requires all students in higher education institutions to show proof of immunizations before registration. Any validated document of immunization presented by a student is acceptable provided that it shows the day, month and year when each immunization was received. Proof of required immunizations must be submitted before matriculation.

Proof of immunization is not required for individuals who submit an affidavit or certificate signed by a physician licensed to practice in the United States stating that, in the physician's opinion, the required immunization would be injurious to the health and well-being of the student or any member of his or her family or household. Unless a lifelong condition is specified, the affidavit or certificate is valid for one year from the date signed by the physician and must be renewed every year for the exclusion to remain in effect.

The Texas Department of Health requires that certain immunization conditions be met. All students born after January 1, 1957, who are enrolled in health-related courses that involve

direct patient contact in medical care facilities must show proof of two doses of measles vaccine, one dose of mumps vaccine or proof of immunity to these diseases; and two doses of chicken pox vaccine. Students who have had chicken pox may provide a written statement from their physician or a parent.

This is the only disease where a written statement from a parent can be considered proof of immunity. All students enrolled in health-related courses must show proof of one dose of tetanus/diphtheria vaccine within the past 10 years. All students enrolled in health-related courses must show proof of either one dose of rubella vaccine administered on or after the first birthday or serologic proof of rubella immunity. All students, residents and interns will receive a complete series of hepatitis B vaccine or show proof of serologic immunity. All students will be skin tested for tuberculosis using the two-step testing procedure in accordance with Section X of the Tuberculosis Control Plan Policy 96.001.26 of UNT Health Science Center. This test will be done during the first month of classes.

Prospective students may be given provisional enrollment of up to one semester to attend classes while getting the required immunizations or documentation as long as no direct patient care is involved.

Student health care providers cannot be provisionally enrolled without the receipt of at least one dose of the MMR vaccine if direct patient contact will occur during the provisional enrollment period.

For additional information regarding student health issues (meningitis, needle stick, etc.) please visit

<http://www.hsc.unt.edu/education/studenthealth/default.cfm>.

Hospitalization Insurance

All students are required to provide their own health insurance while attending UNT Health Science Center. Each student enrolled is required to show proof of health/ hospitalization insurance at the time of registration. Recognized proof of coverage is a photocopy of the policy naming the student as insured or a letter from the insurance company stating that the student is insured for hospitalization care. Proof of coverage must be submitted to the Office of Student Affairs.

Student Rights While Assuring Patient Care

The institution will consider the impact of a caregiver's personal cultural values, ethics and religious beliefs on the care provided. However, in no instance will the mission of the institution be compromised. In accordance with applicable laws, treatment and care will be provided to persons in need without regard to disability, race, creed, color, age, gender, religion or national origin. For the complete policy as it pertains to students of the health science center, please see Human Resource Policy 5.13 under Policies and Procedures on the institution's home page at www.hsc.unt.edu, or in the human resources policy manual located in each department.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232G, grants students in institutions of higher education the right of access to their educational records with the exception of confidential letters and statements of recommendation that the student has waived the right to inspect.

Before disclosing any personally identifiable information, except directory information, the health science center must obtain written consent from the student unless the disclosure is allowed by law.

The Family Educational Rights and Privacy Act considers certain information to be "directory information," which is subject to disclosure without prior consent from the student. Directory information relating to students includes the following: the student's name, address, telephone listing, date and place of birth, hometown, major field of study, participation in officially recognized activities and sports, classification, degrees and awards received, the most recent educational agency or institution attended by the student, and dates of attendance.

Students who do not want all or part of their directory information to be released must submit a written request to the Office of the Registrar during the first 12 days of the semester. Forms for submitting the written request to withhold directory information are available in the Office of the Registrar.

Students have a right to request amendment to their educational records to ensure their accuracy. Students also have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the health science center to

comply with the requirements of the Family Educational Rights and Privacy Act.

Student Conduct

The health science center's primary concern is the student. It attempts to provide an environment that is conducive to academic endeavor, social growth and individual self-discipline for all students. Enrollment at the health science center is considered implicit acceptance of the rules, regulations and guidelines governing student behavior promulgated by the institution, and the student is responsible for being aware of these requirements. In addition, all students are expected to know and obey the requirements of all federal, state, and local laws. Any student who violates a provision of those laws is subject to disciplinary action, including expulsion, notwithstanding any action taken by civil authorities because of the violation. The health science center reaffirms to each student the privilege of exercising the student's rights of citizenship under the Constitution of the United States. Special care is taken to ensure due process and to identify the defined routes of appeal when students feel their rights have been violated.

For complete policy information, consult the Student Code of Conduct in the Student Handbook or the health science center web site at www.hsc.unt.edu.

Fiscal Policies

UNT Health Science Center is a state-supported institution subject to state laws. Students have an option to pay tuition and fees by installment. All other financial obligations to the college must be paid in advance. Tuition and fees are subject to change by the Board of Regents, the Texas Legislature or legal rulings of the Texas attorney general.

Tuition Refund

A tuition refund is based on the date of withdrawal. Upon official notification of withdrawal by the registrar, the Accounting Office will mail the appropriate refund to the student's forwarding address and/or to the applicable federal loan program.

Payment plan fees, late fees and ID card fees are not refundable. By action of the Board of Regents, no part of the fees or tuition can be refunded to students who withdraw, for any cause, after the 20th day of each semester, except for those students who receive financial aid. Those

students will receive a pro-rated refund based on the number of weeks remaining in the semester, provided they leave before the 60-percent-completion point of the semester.

After the 60-percent-completion point, the schedule for refunds is 80 percent first week, 70 percent second week, 50 percent third week and 25 percent fourth week.

Respect for Diversity

The Nondiscrimination/Equal Employment Opportunity and Affirmative Action policy affirms the requirement for every member of the UNT Health Science Center community to comply with existing federal and state equal opportunity laws and regulations.

UNT Health Science Center is committed to the philosophy of a multicultural environment. The institution prohibits harassment based on race, gender, disability, age, national origin, religion, veteran status or lifestyle.

The health science center has long been an open, tolerant and democratic institution, proud of its commitment to personal and academic excellence, but unpretentious in the atmosphere of its campus in its willingness to accept all members of the health science center community on their value as human beings.

The increasing diversity of UNT Health Science Center community is one of the institution's greatest strengths. Differences of race, religion, age, gender, culture, physical ability, language, nationality and lifestyle make it a microcosm of the nation as a whole, reflecting the values of our pluralistic society.

As an educational institution, UNT Health Science Center is committed to advancing the ideas of human worth and dignity by teaching respect for human beliefs and values and encouraging open discussions. Hatred, prejudice or harassment of any kind is inconsistent with the center's educational purpose.

UNT Health Science Center is strongly committed to the ethical principle that every member of the community enjoys certain human and constitutional rights, including the right to free speech. As a community of scholars, the health science center also is dedicated to maintaining a learning environment that is nurturing, fosters respect, and encourages growth among cultures and individuals represented here. Individuals who work, study, live and teach within this community are expected to refrain from behaviors that threaten the freedom and respect every individual deserves.

Sexual Harassment

A primary objective of UNT Health Science Center is to provide an environment in which faculty, staff and students may pursue their careers and studies with a maximum of productivity and enjoyment.

Harassment of students on the basis of gender is a violation of Section 106.31 of Title IX of the Education Amendments of 1972. Harassment of health science center employees on the basis of gender is a violation of Section 703 of Title VII of the Civil Rights Act of 1964 and the Texas Commission on Human Rights Act. Sexual advances, requests for sexual favors and/or other verbal or physical conduct of a sexual nature constitutes sexual harassment.

It is the policy of the health science center to maintain a workplace and a learning environment free of sexual harassment and intimidation. Behavior or conduct that interferes with this goal is not condoned or tolerated.

Americans with Disabilities Act

UNT Health Science Center does not discriminate on the basis of an individual's disability and complies with Section 504 and Public Law 101-336 (Americans with Disabilities Act) in its admissions, accessibility, treatment and employment of individuals in its programs and activities.

UNT Health Science Center provides academic adjustments and auxiliary aids to individuals with disabilities, as defined under the law, who are otherwise qualified to meet the institution's academic and employment requirements. For assistance contact the Equal Employment Opportunity Office at the health science center at 817-735-2357.

This catalog is an official bulletin of the University of North Texas Health Science Center's Texas College of Osteopathic Medicine and is intended to provide general information. Information contained herein was compiled before July 2003 and is accurate as of that date.

The health science center reserves the right to make changes at any time to reflect current board policies, administrative regulations and procedures, amendments by state law and fee changes. Information provided by this catalog is subject to change without notice. The institution is not responsible for any misrepresentation or provisions that might arise as a result of errors in preparation.

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(see also Professional Library Faculty Roster)

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Cook, Charles, DO
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Gershon, J. Robert, Jr., DO
Gross, Robert, MD
Hames, Robert, DO
Hayes, Randall, DO
Hill, Frederick, DO, PA
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Kaplan, Gary, DO
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Lewis, Harold, DO
Lindsay, George, DO
Linton, James, DO
Listopad, Aaron, DO
Lopez, Hector, DO
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Maxwell, Jack, DO
Merrill, James, DO
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Post, Yvonne, DO
Randolph, Harvey, DO
Rogers, William, DO
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Saylak, Daniel, DO
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Urich, Norman, DO
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Barve, Minal, MD
Bleker, Edward, PhD
Brenner, John F., DO
Brooks, Lloyd W., Jr., DO
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Cothern, William F., DO
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Firstenberg, Barry A., DO
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Gates, Steven, DO
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Leftin, Howard, MD
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Manjunath, Prema, MD
Miller, Douglas S., MD
Mills, Jeffrey A., DO
Mudalair, Chandramoham, MD
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Nair, Chandrasekharen, MD
Nophsker, Theodore, DO
O'Toole, Charles L., DO
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Sankarapandian, Ponniah, MD
Shori, Sandeep, DO
Skiba, Mary Ann, DO
Stanton, Shelley, MD
Strauss, Mark G., MD
Swanson, Jan, DO

Trese, Thomas J., DO
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BS University of Agricultural Sciences,
Bangalore
MS University of Agricultural Sciences,
Bangalore
PhD University of South Carolina

Wu, Ming-Chi, PhD
Professor
BS National Taiwan University
PhD University of Wisconsin

Affiliated Faculty

Adjunct Professor
Cammarata, Patrick R., PhD
Clark, Abbot F., PhD
Podgore, John, DO, MPH
Romeo, Tony, PhD
Weiner, Alan L., PhD

Adjunct Associate Professor
Das, Hriday K., PhD
Fling, John, MD
Garner, Margaret H., PhD
Kitson, Richard P., PhD
McConathy, Walter J., PhD

Pertusi, Raymond, DO
Spellman, Craig W., PhD, DO

Adjunct Assistant Professor
Atkinson, Barbara, DO
Daniels, Egeenee Q., DVM
Hart, Mark E., PhD
Kumaresan, Pappanaicken R., PhD
Sims, James L., PhD

Emeritus Faculty
Harris, Elizabeth F., PhD
Associate Professor Emeritus, Molecular
Biology and Immunology

Obstetrics and Gynecology Faculty Roster

Meyer, Gary A., DO, FACOOG
Assistant Professor and Acting Chair
BS University of Detroit
DO Chicago College of Osteopathic Medicine

Adams, Robert C., DO, FACOOG
Associate Professor and Associate Dean
BS Northeast Missouri State University
DO Kirksville College of Osteopathic Medicine

Buchanan, Steve P., DO, FACOOG
Associate Professor
BS University of Texas at Arlington
DO Texas College of Osteopathic Medicine

Chapman, John M., DO, FACOG
Associate Professor and Vice Chair
BS Northeast Missouri State University
DO Kirksville College of Osteopathic Medicine

Hantes, Jeffrey, DO
Assistant Professor
BS Southwest Texas State University
DO University of North Texas Health Science
Center

Robles, Guillermo, DO
Assistant Professor
BS from University of Texas at El Paso
DO University of North Texas Health Science
Center

Speaks, Lynn, DO
Assistant Professor
BS University of Texas Health Science Center
at San Antonio
DO University of North Texas Health Science
Center

Affiliated Faculty

Clinical Associate Professor
Hayes, Vernon M., DO, FACOOG
Howard, Thomas, MD, FACOG
Quist, Carolyn, DO
Tabor, Bannie, MD, FACOG

Clinical Assistant Professor
Basco, Michael, MD

England, Michale, MD
McWherter, Joseph, MD, FACOG
Wiegman, Ralph, MD

Adjunct Professor
Berquist, Carol, MD

Emeritus Faculty
Walker, Lee J., DO, FACOOG
Professor Emeritus, Obstetrics and
Gynecology

Pathology and Anatomy Faculty Roster

Putthoff, Stephen L., DO, FCAP
Chair and Associate Professor
BS University of Missouri
DO University of Health Sciences

Aschenbrenner, John E., PhD
Associate Professor
BS Iona College
MS Rutgers University
PhD Baylor University

Cunningham, Linda F., MD
Associate Professor
BS University of Alabama
MD Vanderbilt University

Eisenberg, Arthur J., PhD
Professor
BS, MS and PhD State University of New York
at Albany

Nizzi, Frank, MD
Associate Professor and Vice Chair
BS Texas A&M University
DO University of North Texas Health Science
Center

Planz, John V., PhD
Associate Professor
BS State University of New York at Oswego
PhD University of North Texas

Shingleton, Dennis P., MS, MBA
Instructor
BS and MS Duquesne University
MBA Texas Christian University

Warren, Joseph E., PhD
Assistant Professor
BS Tulane University
PhD University of North Texas

Williamson, Phillip, PhD
Assistant Professor
BS, MS and PhD University of North Texas

Affiliated Faculty

Clinical Professor
Hahn, Marc DO

Clinical Associate Professor
O'Brien, James M., MD

O'Shea, John Thomas, DO
Sandstad, Julianne, MD
Skinner, Myron G., DO
Vuitch, Milan, MD

Clinical Assistant Professor

Austin, Dana, PhD
Benscoter, Daniel
Speights, V.O., DO
Springfield, Angela, PhD
Wasson, Lori, DO

Clinical Instructor

Singer, Ron, MS

Pediatrics

Faculty Roster

Fling, John A., MD, FAAP

Acting Chair and Associate Professor (Allergy and Immunology)
BS Southwest Texas State University
MD University of Texas Health Science Center at San Antonio

Gilfillan, Bruce G., DO, FACOP

Associate Professor
BA University of Pennsylvania
DO Philadelphia College of Osteopathic Medicine

Kinsay, Toyya, DO

Assistant Professor
BS Lamar University
DO UNT Health Science Center, Texas College of Osteopathic Medicine

Levine, Alan, DO, FACOP

Associate Professor
BS Drexel University
DO Philadelphia College of Osteopathic Medicine

Levine, Marianne, DO, FAAP

Assistant Professor
BS and MS University of Texas at Tyler
DO Texas College of Osteopathic Medicine

Matches, Sarah, DO, FAAP

Assistant Professor
BS and BA Northeast Missouri State University
DO Texas College of Osteopathic Medicine

Pagels, Patti, MPAS, PA-C

Assistant Professor
BA University of Texas at El Paso
BS/PA University of Texas Southwestern Medical School at Dallas
MPAS University of Nebraska

Perett, Jana, PA-C

Instructor
BS Physician Assistant Studies Texas College of Osteopathic Medicine

Podgore, John K., DO, FAAP

Professor (Infectious Disease)
BA University of Michigan

DO University of Osteopathic Medicine and Health Sciences

Affiliated Faculty

Clinical Professor

Lanier, Bobby, MD

Clinical Associate Professor

Bowman, W. Paul, MD
Cunninham, James, MD
Dambro, Nancy, MD
Dyson, Maynard, MD
Forman, Mitchell, DO
Kukulich, Mary K., AB, MD
Pfaff, Kenneth, MD
Riley, William, MD

Clinical Assistant Professor

Carrizales, Eva D., DO
Chintapalli, Meenakshim MD
Cowan, Michael, DO, FAAP
Etuknwa, Udauk, MD
Hadeed, Sami, MD
Laney, Mark, MD
Levy, Neil S., DO
Lund, Gregg C., DO
Reed, William J., MD
Robbins, Bart, DO
Ryals, Brian, MD
Tam, Vincent, MD
Wylie, Kevin, DO

PA Preceptor/Clinical Instructor

Hedayati, Mohrokh, MD
Glyn, Janene R., MD

Pharmacology and Neuroscience

Faculty Roster

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PhD Michigan State University

Das, Hriday K., PhD

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PhD University of Nebraska

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Assistant Professor
BA University of Minnesota
PhD University of Colorado

Dillon, Glenn H., PhD

Professor and Associate Vice President, Research and Biotechnology Administration
BS Southwest Missouri State University
MS and PhD University of Illinois at Urbana-Champaign

Forster, Michael J., PhD

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MA and PhD Bowling Green State University

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BA University of Chicago
MA University of Houston
PhD Utah State University

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BS Moscow Pedagogical Institute
MS Yerevan State University
PhD Center of Biophysics, Armenian Academy of Sciences

Huang, Ren-Qi, PhD

Research Assistant Professor
MD Shanghai Medical University
PhD Chinese Academy of Sciences

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BS & MS Ewha Woman's University
MS & PhD University of North Texas Health Science Center

King, George, PhD

Research Associate Professor
BA Emory University
PhD State University of New York at Stony Brook

Koulen, Peter, PhD

Professor
BS and MS, Johannes Gutenberg-University
PhD Johannes Gutenberg-University

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Luedtke, Robert R., PhD

Professor
BA and BS University of Illinois at Urbana-Champaign
PhD University of Pennsylvania

Machu, Tina, PhD

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BS Colorado State University
PhD University of Texas at Houston

Oglesby, Michael, PhD

Professor
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PhD State University of New York at Buffalo

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MS Moscow Institute of Physics & Technology
PhD Institute of Bio-organic Chemistry, National Ukrainian Academy of Sciences

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PhD University of Florida

Singh, Meharvan, PhD
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PhD University of Florida

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BS Peking University
MS, Institute of Biophysics, Chinese Academy of Science
PhD University of California at Berkeley

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PhD University of North Texas Health Science Center
MD School of Medicine, Beijing Medical University

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Professor, Vice President, Research and Dean, Graduate School of Biomedical Sciences BA H.H. Lehman College
PhD Mt. Sinai School of Medicine

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Adjunct Associate Professor
Pang, Iok-Hou, PhD
Sharif, Naj, PhD

Adjunct Assistant Professor
Page, Ray, DO, PhD
Verstappen, Annita, PhD

Adjunct Instructor
Hooper, C. Dan, RPH

Professor Emeritus
Elko, Edward E., PhD
Professor Emeritus, Pharmacology
Lal, Harbans, PhD, DLitt
Professor Emeritus, Pharmacology

Professional Library Faculty

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Assistant Professor, Medical Education
BS California State Polytechnic University
MLS University of Pittsburgh
MBA Texas Christian University

Burgard, Daniel E., MSLIS, AHJP
Instructional Services Librarian
Assistant Professor, Medical Education
BS and MSLIS University of Illinois at Urbana-Champaign

Carter, Bobby R., MLS
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Associate Professor, Medical Education
BS University of Houston
MLS Louisiana State University

Elam, Craig S., MLS, AHIP
Associate Director, Technical Services
Assistant Professor, Medical Education
AB Stanford University
MLS University of California at Berkeley

Johnson, Lynn F., MIS, CAS, AHJP
Special Projects Librarian
Instructor, Medical Education
BS Arkansas Tech University
MIS and CAS University of North Texas

King, Linda, MLS, AHIP
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MLS University of California at Los Angeles

Mason, Timothy D., MLS
Technical Services Librarian
Instructor, Medical Education
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MLS University of North Texas

Raines, Jack W., MLIS, MAT, AHJP
Extension Librarian
Instructor, Medical Education
BA and MAT Georgia State University
MLIS University of Hawaii

Smith, Lisa, MLS
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BA Texas Tech University
MLS University of North Texas

White, Sherry, MLS
Serials Librarian
Instructor, Medical Education
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MLS University of Texas at Austin

Psychiatry Faculty Roster

Podawiltz, Alan, DO
Acting Chair and Assistant Professor
BS University of Oregon
MS University of Oregon
DO Oklahoma State University, College of Osteopathic Medicine

Bleker, Edward, PhD
Assistant Professor
BS Southwestern University
MS Stephen F. Austin State University
PhD Texas Tech University

Etter, Gary, MD
Assistant Professor
MD University of Texas Medical Branch at Galveston

Granado, Elma, MD
Assistant Professor
MD University of Santo Tomas

Renazco, Marco, MD
Assistant Professor
BS University of Texas at Austin
MD Texas A&M University Health Science Center

Silvas, Jose, MD
Associate Professor
BS University of Texas at El Paso
MD University of Texas Health Science Center at San Antonio

Suri, Muhammad, MD
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MBBS Army Medical College, Quaid-I-Azam University

Williams, Delwin, MD
Assistant Professor
BS Earlham College
MD University Texas Southwestern Medical School at Dallas

Winter, Scott, MD
Associate Professor
BS Mississippi State University
MD University of Mississippi

Witschy, James, MD
Associate Professor
BS University of Illinois
MS University of Texas Health Science Center at San Antonio

Radiology Faculty Roster

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BGS Howard Payne College DO Texas
College of Osteopathic Medicine

Affiliated Faculty

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Johnson, E. Wayne, DO
Meehan, John J., DO
Pearson, Harris F., Jr., DO

Clinical Assistant Professor
Alexander, Ronald, DO
Caffrey, Mary H., DO
Jagoda, Samuel, Jr., MD
Marsh, Paul T., DO
Martin, Melissa, DO
McGuire, C. Scott, DO
Moblely, D. Bart, DO
Sharratt, G. Pat, DO

Emeritus Faculty
Wilkins, Frederick M., DO, FAOCR
Professor Emeritus, Radiology

Surgery
Faculty Roster

Buchanan, Sam W., DO, FACOS

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BS Texas Christian University
DO Texas College of Osteopathic Medicine

Berbel, German L., DO

Assistant Professor BA Baylor University DO
Texas College of Osteopathic Medicine

DeLange, Burke, DO

Assistant Professor BS Idaho State University
DO Nova Southeastern University of the
Health Sciences

Erez, Eldad, MD

Associate Professor
BS Tel-Aviv University
MD Technion, Israel Institute of Technology

Fikkert, Arnold, DO

Assistant Professor
BS Baylor University
MA Baylor University
DO University of North Texas Health Science
Center

Grimes, Kelley, D.O.

Assistant Professor
BS Texas Christian University
DO University of Health Sciences College of
Osteopathic Medicine

Hahn, Marc B., DO

Professor and Dean
BS Syracuse University
DO Des Moines University

Hill, Laurie, PA-C

Assistant Professor
PA-C Quinipiac College

Knust, Johnna, DO

Assistant Professor
BS Oklahoma Panhandle State University
DO Oklahoma State University College of
Osteopathic Medicine

Martin, Adriane, D.O.

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DO Texas College of Osteopathic Medicine

**Olivencia-Yurvati, Albert H., DO, FICS,
FACOS**

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BS California State University
DO Texas College of Osteopathic Medicine

Peska, Don, DO, FACOS

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Graduate Medical Education
BS Brooklyn College
DO College of Osteopathic Medicine and
Surgery

Phillips, Randall R., DO

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BS Southwestern Union College
DO Texas College of Osteopathic Medicine

Prather, Irvine, D.O.

Associate Professor
BS Maryville College
MS Virginia Polytechnic Institute and State
University
DO West Virginia School of Osteopathic
Medicine

Affiliated Faculty

Clinical Professor

Otero, Angelo L., MD

Clinical Associate Professor

Rittenhouse, David R., DO, FACOS
Sanfelippo, Peter, MD
Smith, H. Gerhart, DO, FAOAO

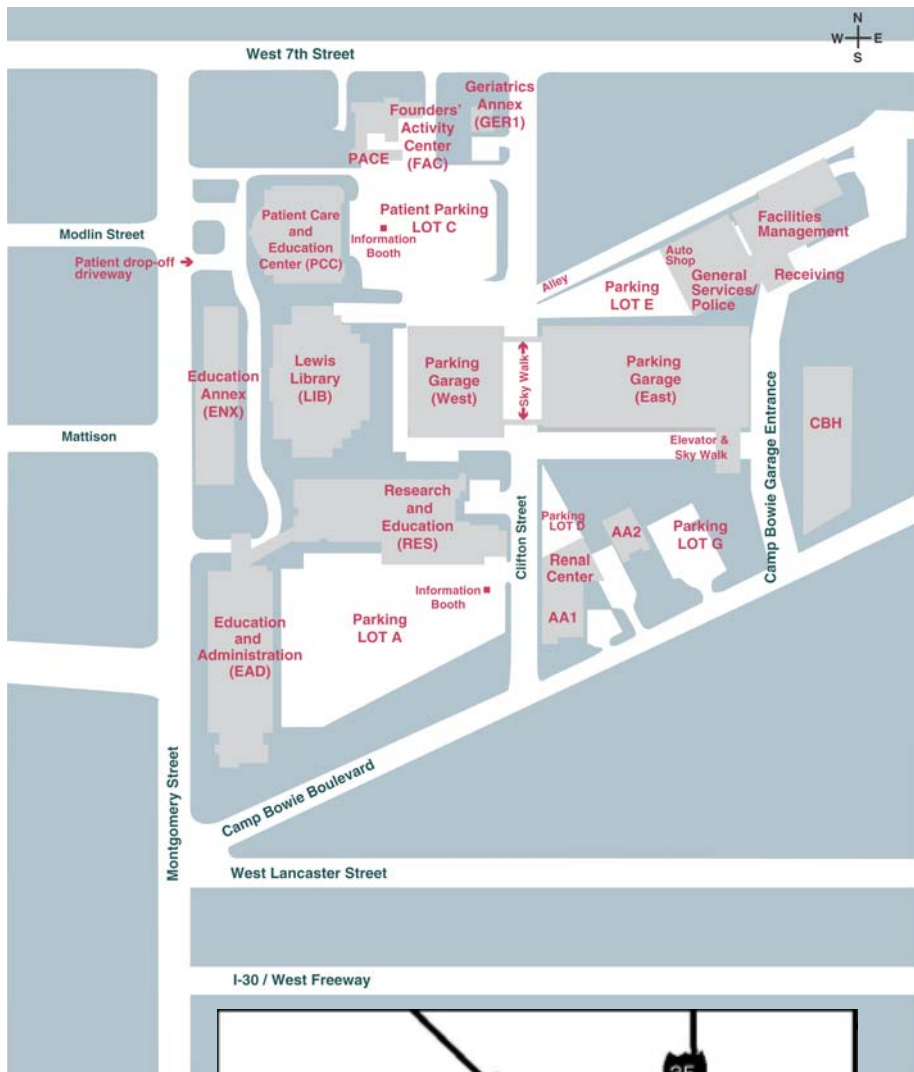
Clinical Assistant Professor

Blumenthal, Scott, MD
Bradley, William, MD
Gonzalez-Davila, Adolfo, DO
Griffin, Glenn A., DO
Guyer, Rickard, MD
Hall, Stephenn, DO
Heistein, Honathan, MD
Henry, Shawn, DO
Hisey, Rickard, MD
Hull, Christopher K., DO
LaManna, J.L., III, DO
Malik, Muhammed, MD
Pearce, David, MD
Smith, Gregory H., DO, FACOS
Stroud, Robert, DO
Syrquin, Abraham F., MD
Wallace, William E., DO

Emeritus Faculty

Jenkins, William R., DO, FACOS
Professor Emeritus, Surgery
Stern, Paul, DO
Professor Emeritus, Surgery

Campus Map & Phone Numbers



- Medical Student Admissions**
817-735-2005
- Master of Physician Assistant Studies Admissions**
817-735-2301
- Accounting (Student Receivables)**
817-735-2548
- Student Affairs**
Associate Vice President
817-735-2505
- Academic Support Services**
817-735-2409
- Financial Aid**
817-735-2520
- Registrar**
817-735-2201
- Student Development**
817-735-5006
- Graduate School of Biomedical Sciences Admissions**
817-735-2560
- School of Public Health Admissions**
817-735-2252
- Central Family Practice Clinic**
817-735-2228
- Founders' Activity Center**
817-735-2209
- Campus Police**
817-735-2210
- Emergencies**
817-735-2600
- Switchboard**
817-735-2000

