

2023-
2024

MCW Master of Science in Anesthesia

Program Handbook

Last revision 8/16/2023



INTRODUCTION

This MSA Program Handbook provides information regarding policies and procedures applicable to Milwaukee campus.

MSA Student Government

Role and Responsibilities

- x Facilitates constructive, effective and consistent communication among the student body, faculty and administration.
- x Maintains effective communication among

MSA Program Committees

Advisory Committee

- x Evaluate the program, make recommendations as to policy changes and program improvement
- x Ensure accreditation compliance
- x



considerations that require treatment, intervention or additional consultation.

NPO

guidelines in order to foster patient safety.

Subcategory B: Planning and Preparation

Contribute to the development of the anesthetic care plan, in collaboration with the ACT, by incorporating results from the patient assessment, which addresses the specific requirements of the procedure.

Review and discuss anesthetic choices, including the explanation of risks and benefits to obtain/verify informed patient consent.

Ensure the availability of personnel and resources (for example, intraoperative monitoring, equipment, blood products, and medications) required for patient management.

Establish communication with the perioperative team to discuss pertinent information (for example, patient care hand-off, lab results, surgical plans, anesthetic concerns) to maximize patient safety.

Verify completion of required documentation related to patient assessment, planning, and preparation of patient care.

Plan for immediate post-operative needs for the patient (for example, post-op mechanical ventilation, direct admission to an ICU) to ensure a smooth and safe transfer of patient care between providers

Subcategory C: Implementation and Management

Perform anesthetic related procedures and utilize evidence-based best practice to optimize patient, anesthetic and soe5 0 612 792 re W*ñ BT /TT0 11.04 Tf 230.33 508t12 792 re W*ñ BT /TT 612 792 re eati

Course Retake, Repeat, and Remediation
In the event a student

maintain adequate academic progress will be referred to the Academic Standing and Promotions Committee may be placed on academic probation. Students may be placed on academic probation due **to** the following

who take more than twelve months of leave will no longer be considered to be making satisfactory academic progress.

Title IX

Detailed non-discrimination statements can be found in the [MCW All Student Bulletin](#). MSA commits to all MCW related policies on Title IX to create a safe learning environment. Absences that meet the criteria of Title IX will be considered with special attention and guidance from institutional leaders.

Attendance

Students are expected to attend all in-classroom, simulation, and clinical sessions. With the exception of unforeseen illness or emergency, failure to attend scheduled course activities will be considered unprofessional conduct and subject to Professional Conduct Standards policy. It is highly recommended that students do not schedule vacation during official academic calendar dates (i.e. first day of the session to the last day of the session).

Sick Leave and Absenteeism

If a student misses a didactic session, the student is responsible for learning the material presented at the missed session. If a student misses a simulation activity, the simulation activity may be rescheduled at the discretion of the program. All time missed from clinical activities must be made up. All make-up assignments must be coordinated with the program and uny04 (e)8.995 (oa (d)a1.04 4C 0Pis98 (e)9.0 61d/s)10 tpe

scheduling changes. Due to these demands, the MSA program will not create accommodations to employment schedules unless they fall under a protected status (e.g. military service).

Professional Misconduct

Academic Standing and Professionalism Committee, and the MCW Associate Dean of Student Affairs. Professional misconduct may result in disciplinary sanctions including dismissal.

Non-Academic Policies

Orientation Policy

Accepted applicants must attend all orientation activities provided by MCW and the MSA Program. If an accepted applicant is not present for the first scheduled orientation activity, he or she will not be permitted to matriculate as scheduled, but may be given the option to defer to the next admissions cycle.

Deferral Policy

Upon request, applicants may be offered one opportunity to defer admission. Any deferred admission must occur in the next available admission cycle.

Background Checks

Background check policy and procedures apply to incoming and continuing students.

MCW and the MSA Program are responsible for maintaining a safe learning environment for students, faculty, and staff. One method of ensuring this is through student background checks.

All MSA students are subject to federal and Wisconsin Caregiver background checks. Students who do not consent to a background check, or that report inaccurate information on the admission application, will not be considered for admission. Offers of admission will include a statement that the admission offer is pending the satisfactory completion of the background check.

Students who do not consent to a background check may be denied admission, suspended from courses or clinical rotations. Students with a history of criminal convictions will be referred to the Office of Student Affairs to determine eligibility for enrollment. Completion of the curriculum may involve clinical rotations at affiliated hospitals, which may reserve the right to refuse placements. Inability to place the student may result in extension of the program timeline or failure to complete the degree requirements.

Drug Screening

Policy: Drug screening policy and procedures apply to incoming and continuing students.

MCW and the MSA Program are responsible for maintaining a safe learning environment for students, faculty, and staff. One method of ensuring this is through drug screenings.

All MSA students are subject to drug screenings. Offers of admission will include a statement that the admission offer is pending the satisfactory completion of the drug screen process. Students who do not consent to a drug screen or receive a positive result may be denied admission, suspended from courses

including clinical rotations as determined by the Program in communication with the Dean of Student Affairs.

Procedures:

MSA students, prior to orientation and continuing throughout the course of the program, will undergo 10-

Student Travel

The program's expectations for student conference travel are as follows.

1. AAAA expected for all students
2. WSA expected for 2nd + 3rd year
3. ASA optional for 2nd + 3rd year

If the student is receiving program funding for travel, he or she is representing the Medical College of Wisconsin and must adhere to the policies set forth by the school and program. All travel documentation and receipts must be submitted to the Program offices no later than one week after the travel occurs.

Program funding for student travel, if provided, will be in a pre-determined amount set by the program. Students are required to receive program approval prior to booking travel. Expenses in excess of the

Office of Financial Aid on a case-by-case basis. Students traveling on alternate days outside of the program-approved travel days, will receive prorated reimbursement amounts.

Clinical Rotation Scheduling

The MSA program is responsible for scheduling all clinical rotation experiences for students. Student clinical schedules may include local, regional, and national locations. Student travel for clinical rotations is required and may vary from year to year based on location availability. Students who wish to receive an estimate of their expected travel requirements must submit a request in writing to the Program Manager. Revisions to the clinical schedule will occur at the discretion of the program. Offers from

all clinical rotation schedule. Students may not accept an away rotation offer without first seeking the approval of the program. Away rotations may not conflict with scheduled specialty rotations unless the away rotation site can offer the same or similar specialty experience. Students must be in good academic standing in order to be assigned away rotations. Once assigned, any elective or away rotation

ll be subject to the absenteeism policy.