Michigan State University College of Osteopathic Medicine

Neuromusculoskeletal Medicine/Osteopathic Manipulative Medicine Residency

(MSU COM NMM/OMM)

Program Description/Resident Handbook

PROGRAM FACULTY

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MSU Statewide Campus System NMM/OMM Lead Program Director
MSU-COM Department of Osteopathic Manipulative Medicine

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INTRODUCTION
The goal of the MSUCOM NMM/OMM Residency Program is to assist the Resident in developing the necessary knowledge, skills, and values essential to become a competent practitioner, educator and researcher in addressing musculoskeletal problems, somatic dysfunction and Osteopathic Manipulative Treatments. Training will emphasize the development of skills that serve the patients, hospitals, and community and will assist residents to become strong members of the medical profession. Residents will develop communication skills between physicians, patients, government and health care agencies. He/she also will be provided with the knowledge to make wise economic decisions in order to provide cost-effective, quality NMM/OMM.

RESIDENCY OBJECTIVES
1. To meet the standards set by the American Academy of Osteopathy and to provide the requirements necessary for certification in NMM/OMM by the American Osteopathic Association.
2. To develop diagnostic skills and knowledge necessary for excellence in NMM/OMM.
3. To provide a setting in which the residents may assume increasing responsibility for patient care, such that each will be capable of complete NMM/OMM patient management at the end of the program.
4. To provide opportunities for active participation in teaching and learning.
5. To provide residents the opportunity to gain the essential psychological and interpersonal skills necessary for effective communication with patients, family, colleagues and allied health personnel.
6. To provide knowledge of non-clinical but related areas such as practice management, resource utilization, leadership and management skills.
7. To provide adequate training in other supportive fields of medicine that is necessary for well-qualified NMM/OMM specialists.
8. To enhance skills to best access and contribute to continuing medical education.
9. To develop an understanding of and an ability to perform a critical appraisal of medical literature and to perform research in NMM/OMM.

RESIDENCY APPLICATION PROCESS
1. Interested 4th year medical students at an AOA approved College of Osteopathic Medicine shall submit an application via ERAS.
2. Three letters of recommendation should be included with the application.
3. A one-month rotation with the program is highly recommended, but not required.
4. The applicant's credentials shall be reviewed and approved as required by the Program Director, Precepting Faculty and the Director of Medical Education.
5. Qualified applicants shall be invited for interviews with the Program Director, Preceptors, Residents and/or Director of Medical Education.
6. The Interviewers will use a uniform rating system to guide candidate selection.
7. Applicant must have graduated from their COM PRIOR to PGY-1.
8. Completion of COMLEX step 1, 2 and 2 PE in required PRIOR to PGY-1.
9. Appointment is for one-year, subject to renewal per evaluation.

RESIDENCY REQUIREMENTS PRIOR TO OGME-2
1. Completion of an AOA-approved internship through Sparrow Health System.
2. Be a member in good standing of the AOA and AAO.
3. Licensed by the Board of Osteopathic Medicine in the state of Michigan. A limited educational license is required during OGME year 1. Full license is required prior to the start of the OGME year 2.
4. Satisfactory completion of COMLEX Step 3 PRIOR to PGY-2.
5. Demonstrates the qualities necessary to practice Osteopathic Medicine.
6. The Resident must be credentialed by the MSU Health Team PRIOR to PGY-1.
   a. Complete EMR Training
   b. The resident is responsible for all HIPPA/Fraud, Blood born Pathogen training and any other requirements of the Health Team (See Office Manager).

RESIDENCY ROTATIONS
The discipline of NMM/OMM emphasizes concepts and principles that focus on the Neuromusculoskeletal system in relationship to health and disease. The emphasis of this curriculum is to highlight development of differential diagnostic skills in complex situations and meet the Residency requirements.

SAMPLE SCHEDULES

<table>
<thead>
<tr>
<th>PGY-1 YEAR (13 Rotations)</th>
<th>PGY-2 YEAR (12 Months)</th>
<th>PGY-3 YEAR (12 Months)</th>
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<tr>
<td>MSU OMM Clinic (5)</td>
<td>Orthopedics – Spine</td>
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<td>Pediatrics</td>
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<td>Family Medicine</td>
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<td>Internal Medicine (2)</td>
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<td>ICU</td>
<td>Inpatient – Ingham Regional</td>
<td>Inpatient – Ingham Regional</td>
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<td>Emergency Medicine</td>
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<td>Surgery</td>
<td>Inpatient – Metro Hospital (Grand Rapids)</td>
<td>Inpatient – Mercy Hospital (Muskegon)</td>
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<td>*½ Day/Week of OMM Continuity Clinic</td>
<td>Rheumatology (IM)</td>
<td>Elective (2)</td>
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<td>Elective (1)</td>
<td>MSU OMM (3)</td>
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<td>MSU OMM (3)</td>
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Elective rotations are to always be approved by the Program Director. 1 Elective must be involving primarily OMM. Electives are to be scheduled at least 3 months in advance.

RESIDENCY EXPECTATIONS AND DUTIES:

1. HOURS: Residency hours are from 8AM-5PM Monday through Friday and any additional time the Program Director sees fit. This additional time will include Student OMM Clinic, Stress Fracture Study, etc. Residents are expected to check and abide by the residency schedule (calendar.yahoo.com/msunmm). You shall document these hours for each month on a written form and not exceed work hour restrictions.
   a. Continuity clinics will average at least three 1/2 days per week. Resident will be responsible for their own patient load under the supervision of an NMM/OMM specialist. Residents are expected to use the MSU EMR to monitor their schedule.
   b. Rotations will average four ½ days per week. When your rotation is not available it is expected you will work with a physician in the OMM clinic. If this is not possible, then work should be done on research or other residency related activities.
   c. OMM Lab is Tuesday and Thursday from 1-5PM. When not teaching the Resident will either be in clinic or have time for research.
   d. Participation in Stress Fracture Study is required. Schedule is to be determined by the Chief Resident.
   e. Attendance at OMM Student Clinic is required. Schedule to be determined by the Chief Resident
   f. Weekly Didactics (4-hours) are required. Schedule to be determined by the Chief Resident.

2. CONTINUITY CLINICS:
   a. The resident will be responsible for outpatient services at the OMM Clinic.
   b. They will uphold all MSU HealthTeam policies.
      i. Please review MSU’s policies: http://www.hr.msu.edu/documents/index.htm
   c. EMR
      i. All Residents are required to participate in EMR training. This will be scheduled through the MSU OMM Office Manager
   d. Charting and dictation will be prompt and articulate as per HealthTeam policy.
   e. Billing and coding will be subject to yearly internal audits as per HealthTeam policy.
   f. Patient logs will be kept up to date using the Excel Spreadsheet NMM/OMM Residency Template.
      i. These should be submitted to the Administrative Assistant
      ii. The Resident should not be more than 1 MONTH late with submissions.
   g. Supervision
      i. Supervision of residents will be provided on a graduated basis based on evaluation of individual knowledge and skill.
ii. The supervising physician shall be responsible for determining the activities the trainee will be allowed to perform within assigned levels of responsibility and for being available to the trainee.

iii. At the same time, the trainee shall be responsible for seeking consultation when it is clinically indicated.

iv. Trainees are responsible to the program director and supervising physicians for assignment of responsibility, supervision and evaluation.

v. Residents shall participate in supervision of other trainees at lower levels of OGME or medical students in their respective specialties.

3. ROTATIONS: Curriculum is designed by the NMM/OMM Program Director to meet AOA Basic Standard Documents for the NMM/OMM program and provide the necessary education to become an excellent NMM/OMM physician.

a. Rotation evaluations and evaluations of the Resident are required for each rotation.

i. These should be submitted to the Administrative Assistant

ii. The Resident should not be more than 1 MONTH late with submissions.

b. Complete the educational goals and objectives of all Rotations.

4. OMM LAB: Residents will serve as a table trainer and lecturer to first and second-year students at the College of Osteopathic Medicine throughout their program.

a. You should have in depth knowledge of the day’s material and be able to convey this information to the students.

b. It is expected you will do all of the assigned reading prior to each lab. PGY-1 will give 1 lecture, PGY-2 will give 2 lectures and PGY-3 will give 3 lectures.

c. You are expected and needed to be in Lab and should only be missed under extenuating circumstances.

5. MSU CME COURSES: These required courses are in East Lansing and include Muscle Energy, Cranial 1 and Exercise Perscription. Courses will be arranged through the Residency Assistant. Residents are not to contact the CME office directly. These courses do not come out of the Residency CME budget and are considered Residency requirements, so no vacation time is needed.

6. ADDITIONAL CME:

a. 3,000.00 per academic year

b. MUST Attend AAO Convocation (4 Days Off)

i. Takes place in March

ii. Completion of the Resident In-service Exam is Required (Register with Administrative Assistant)

iii. Attendance at the PAAO Business Lunch is Required

iv. Resident will take an active role in the PAAM and attempt to be a member of the board or a committee.

v. Submit all receipts to Administrative Assistant following the meeting for reimbursement.

c. Remaining money may be spent on CME Courses, as approved by the Program Director, and Travel Expenses.

7. EDUCATIONAL ACTIVITIES: The resident shall attend at least 80% of all required meetings, educational lectures and activities to which he/she may be assigned. This includes Didactics and Journal Clubs.

a. MSU SCS NMM/OMM DIDACTICS: Attendance is required. Usually on the 3rd Friday of the month, but see official schedule for exact dates

b. MSU SCS JOURNAL CLUB: Attendance is required. These take place prior to the Didactics.

i. Completion of Journal Club Modules 1-5 is expected: http://scs.msu.edu/media/jcs/

c. MSU RESEARCH JOURNAL CLUB:

i. Every other Thursday, 12:15-12:45 @ the clinical center

d. SAAO Lectures (1 Hour)

i. At noon and to be scheduled by Chief Resident

8. SCHOLARLY ACTIVITY:

a. A minimum of 2 major or 1 major and 2 minor scholarly activities are required prior to graduation. Other activities may be accepted on an individual basis at the discretion of the Program Director. Scholarly activities shall be well documented to include dates, locations and details.

i. Major Scholarly Activities:

1. Serving as chair or vice chair of a national, regional or state medical society committee.

2. Serving as an active member of a committee of a national, regional or state medical association.

3. Submission of original research or review article in peer-reviewed medical or scientific journal, or chapter in medical textbook.

4. Receipt of grant funding for medical, educational or service research.

5. Member of an editorial review board of a national, regional or state peer-reviewed publication.

6. Participation in item writing or as an examiner for a national medical certification board.

7. Presentation at a national, regional or state CME meeting or seminar.

8. Presentation at a national, regional or state professional meeting or conference.
i. Minor Scholarly activities shall be defined as:
   1. Research projects currently in progress. The study has been approved by IRB and data collection actively occurring.
   2. Preparation of grant funding request material for medical, educational or service research.
   3. Serve in the capacity as an active judge (or evaluator) at a national, regional or state academic meeting.
   4. Submission of a case study to a medical or scientific journal.

b. RESIDENCY PAPER:
   i. A paper, based on a clinical topic of the resident’s choice, having the program director’s approval, must be completed prior to 5/1 of the Resident’s last year.
   ii. It must be publishable.
   iii. Credit shall be properly given to the resident and to all members of the Department participating in the development of the manuscript.
   iv. Failure to submit on time will delay Program Director approval and therefore delay board eligibility and possibly graduation.

9. REQUIRED READING: All readings in the course protocol for each OMM Lab. Also, required reading will be assigned for Didactic, Journal Clubs, etc. Each Resident will also be responsible for reading one publication authored by Dr. A.T. Still per year

10. HEALTH CARE PROMOTION
    a. Completion of Module is expected: https://scs.msu.edu/mm/pcm/

11. TIME OFF/VACATION:
    a. For PGY-1, vacation is determined by Internship Director.
       i. Please let Program Director know at least 1 Month in advance to cancel clinic time.
    b. Residents are allowed 20 paid days off per year (not including 4 days for AAO Convocation or MSU CME Courses). All days are subject to Program Director approval and must be at least 45 days ahead of time.
    c. No more than 5 missed days in one month.
    d. Only ONE Resident may have vacation at a time, unless there are special circumstances.
       i. Priority is given to the Resident with more years in the program
    e. “No more than 20 business days per contract year of leave may be granted for any purpose without extending the program”. - AOA
    f. If trainee is given a leave of absence for reasons of maternity, physical or mental disabilities and returns to duty, he/she may continue the training to completion.
    g. The DME/program director has the authority to extend the trainee (intern/resident) contract for a period of up to 3 months for leave, illness or remediation purposes without requesting approval for overlap.
    h. HOLIDAY TIME
       i. The last week in December and first week in January will be spent in Continuity Clinic

12. MOONLIGHTING:
    a. Any professional clinical activity (moonlighting) performed outside of the official residency program will only be conducted with the permission of the program administration
    b. A written request by the resident must be approved or disapproved by the Program Director and be filed in the institution’s resident file.
    c. Failure to report and receive approval by the program may be grounds for terminating a resident’s contract.
    d. If moonlighting is permitted, hours shall not exceed work hour restrictions (in addition to Residency hours) and must be reported on Excel Template.
    e. If it entails OMM, it must be greater than 20 miles from the Greater Lansing area.
    f. If limited to PGY-3
    g. Any other business activities must not interfere with resident duties.

13. CONDUCT:
    a. Conduct oneself in a professional and ethical manner consistent with the expected high standards of osteopathic physicians.
       i. All trainees must practice ethical behavior and abide by specific codes of conduct as defined by the AOA and MSU
       ii. AOA - http://www.osteopathic.org/inside-aoa/about/leadership/Pages/aoa-code-of-ethics.aspx
       iii. MSU - http://www.hr.msu.edu/documents/facacadhandbooks/facultyhandbook/protection.htm
    b. The Program Directors shall advise the residents of satisfactory completion of program objectives on a quarterly basis.
c. Failure of a resident to meet objectives within a quarter will result in remediation that may include repetition of a part, or all of a quarter.
d. Consistent failure of a resident to meet objectives over two consecutive quarters shall result in remediation that may include repetition of a part or all of the two quarters, non-renewal of the contract or dismissal from the program.
e. Quarterly performance evaluation of residents will be periodically reviewed by the Director of Medical Education. Any deficiency in resident performance will be communicated to the Program Director, Director of Medical Education and Resident with accompanying recommendations or requirements to address the deficiencies.
f. Final decision regarding remediation and/or dismissal of a resident shall be made by the Program Director after discussion with the Director of Medical Education.
g. Residents can appeal decisions in accordance with the Statewide Campus System Osteopathic Postdoctoral Training Institution appeals process.

14. DRESS CODE:
   a. Clinic:
      i. Business Casual Wear
   b. Lecture Presenter
      i. Informal Dress Wear

15. GRIEVANCE/DISCIPLINARY ACTION: Please review at:
    http://www.hr.msu.edu/complaints/facacadstaff/index.htm#discipline

ANTICIPATED OUTCOMES OF THE RESIDENCY

1. Eligible for certification through the American Osteopathic Board of Neuromusculoskeletal Medicine (AOBNMM).
2. A specialist in dealing with a broad range of health/illness related problems that can be diagnostically clarified and helped through the use of highly trained structural diagnosis and manipulative treatment skills.
3. Highly skilled in the applications of the following manipulative treatments:
   Articulatory, Osteopathy in the Cranial Field, Functional Indirect, Mobilization with impulse (HVLA),
   Muscle energy, Myofascial release/Integrated Neuromuscular Release, Soft tissue, Strain and counterstrain.
4. Sensitive to cultural and environmental factors affecting patient/physician encounters and treatment outcomes;
5. A skilled problem-solver who sensibly applies well-conceived differential diagnosis, bio-psycho-social, and bio-ethical concepts that collaboratively involve patients and their extended networks;
6. Proficient in applying integrative neuropsychological problem solving strategies that incorporate structural diagnosis and manipulative treatment;
7. Proficient in dealing with behavioral and psychiatric factors associated with neuromusculoskeletal problems.
8. Proficient in collaboratively dealing with chronic pain problems associated with an array of health/disease-related presentations.
10. Proficient in dealing with a wide variety of geriatric problems in a context that uses structural diagnosis and manipulative treatment.
11. Proficient in dealing with recovery and prevention strategies that highlight exercise and postural mechanics.
13. Write a paper suitable for publication.
14. Familiar with the use of computers in day-to-day clinical practice.
15. Develop evaluative/outcome related databases that map the cost-effectiveness of her/his activities.

MSUCOM PROGRAM DIRECTOR QUALIFICATIONS AND RESPONSIBILITIES

The program director must be certified by the AOA in Neuromusculoskeletal Medicine an Osteopathic Manipulative Medicine or special proficiency in OMM. The program director must meet the standards of the position as formulated in the

1. The program director shall:
   a. Be responsible for the educational program and shall ensure that all program requirements are met.
   b. Arrange for residency training within the institution in cooperation with allied departments.
   c. Arrange affiliations and/or outside rotations necessary to meet the program objectives.
d. Prepare required materials for inspection in cooperation with the AOA Division of Postdoctoral Training.
e. Define his/her authority in directing the residency training program in the program documents of the institution conducting the program.
f. Provide the resident with all documents pertaining to the program, including requirements for satisfactory completion of the program.
g. Submit quarterly reports to the director of medical education of the institution. Annual reports shall be submitted to the Evaluating Committee of the American Academy of Osteopathy.
h. Encourage the resident to apply for certification in Neuromusculoskeletal Medicine and Osteopathic Manipulative Medicine.

2. The program director shall prepare a yearly budget for operating and capital expenditure for educational program in a timely manner, to allow the budget to be coordinated with the SCS’s yearly budget process.

HOSPITAL AND UNIVERSITY QUALIFICATIONS AND RESPONSIBILITIES

Joint Responsibilities
1. It is the responsibility of the Michigan State University College of Osteopathic Medicine and participating hospitals to fulfill all necessary requirements to maintain approval of the NMM/OMM Program by the American Osteopathic Association and to fulfill necessary requirements as an OPTI.
2. The availability of clinical material must be of sufficient volume, scope and variety to enable residents to meet or exceed AOA and AAO requirements for approval of residency training programs in NMM/OMM. Shared rotations between SCS sites are encouraged for optimal volume, scope, and diversity of cases.
3. Each SCS hospital must maintain an adequate medical library containing necessary selected texts, medical journals and other appropriate publications. The library shall be managed by a qualified person (Librarian) who will act as a custodian of all contents and be responsible for proper cataloguing and indexing of all such materials.
4. Adequate outpatient clinics shall be established as necessary for the education of the resident.
5. The SCS hospitals or Michigan State University College of Osteopathic Medicine are to provide professional liability insurance or a self-insurance program for its respective residents. Not all resident costs are necessarily the responsibility of the hospital or MSU. Funding will follow procedures and policies of the OMM Department and the DME.

Hospital Responsibilities
1. The participating hospitals should maintain an Intern Training Program accredited by the American Osteopathic Association.
2. There shall be adequate arrangements for coordination between various hospital departments within the associate sites in the training of the residents.
3. Participating hospitals shall provide a yearly affiliation contract with Michigan State University College of Osteopathic Medicine.

Michigan State University Responsibilities
Michigan State University, College of Osteopathic Medicine, in cooperation with participating hospitals, shall provide the resident with an appropriate certificate at the completion of the residency program confirming satisfactory fulfillment of the residency requirements. Certificates will follow procedures and regulations of the Statewide Campus System of Michigan State University College of Osteopathic Medicine and SCS member hospitals.

OTHER EDUCATIONAL FACULTY

Michael Andary M.D.
(MSU Physical Medicine Rehabilitation)

Mitchell Elkiss, D.O.
(Neurology/Acupuncture)

Joel Bez, D.O.
(McLaren Pain Management)

Justus Fiechtner, M.D.
(Rheumatology)

Michael Carnes, D.O.
(Mercy Inpatient OMM)

Jennifer Gilmore, D.O.
(Osteopathic Manipulative Medicine)

Vincent Cipolla, D.O.
(MSU OMM)

William Golden, D.O.
(Osteopathic Manipulative Medicine)
Sherman Gorbis, D.O., F.A.A.O.  
(Osteopathic Manipulative Medicine)

David Grimshaw, D.O.  
(Osteopathic Manipulative Medicine)

Darren Grunwaldt, D.O.  
Metro Faculty, Grand Rapids

Mark Gugel, D.O.  
(Osteopathic Manipulative Medicine)

Richard Huff, D.O.  
(Mercy OMM)

Jeff Kovan, D.O.  
(Sports Medicine)

Dr. Ryan O’Connor  
(Physical Medicine and Rehabilitation)

Christopher Pohlod, D.O.  
(Pediatrics)

Laura Tinning D.O.  
(Metro Health Inpatient OMM)

Lawrence Mysliwiec, DO.  
(Orthopaedic - Spine)

James Potchen, D.O.  
(Radiology)

Jacob Rowan, D.O.  
(Osteopathic Manipulative Medicine and PM&R)

John Sauchak, D.O.  
(Sports Orthopedics)

Hardik Shah, D.O.  
(FP/OMM)