Medical Education Committee Policy

Purpose
This policy establishes Committee membership and outlines policy and procedures by which PMB provides for education of USU medical students in the disciplines of preventive medicine, including general preventive medicine, occupational and environmental medicine, aerospace medicine, biostatistics, epidemiology, behavioral and social sciences, tropical medicine and public health, and health services administration.

Background
The role of preventive medicine within the military medicine arena is of high importance. The University medical student graduates often find themselves in situations where they must practice both public health and individual medical care. The information provided to them through the Preventive Medicine curriculum is valuable and necessary for their success in military medicine.

Committee Charter
The charter of the Committee is to oversee medical school curriculum content, development, review, and delivery.

Membership
Will be appointed by the Chair, PMB, to include faculty involved in pre-clerkship, clerkship, and post-clerkship educational activities, to include the disciplines of:
- General Preventive Medicine
- Occupational and Environmental Medicine
- Biostatistics
- Epidemiology
- Health Services Administration
- Global Health
- Tropical Public Health
- Additional faculty as appropriate
The Chair of the Committee will be the Medical Education Director for PMB, appointed by the Chair, PMB. The course directors may represent their disciplines.

Responsibilities
- Curriculum planning and revision.
- Evaluation of educational program.

Procedures
- The Committee shall meet at least quarterly or more frequently at the call of the chair.
- The Committee will discuss and agree on proposed curriculum for medical students concerning preventive medicine; discussion will involve the type and depth of preventive medicine knowledge required to pass the USMLE.
- Annually, the Committee will convene a meeting of all pertinent faculty members of the Department for the purpose of review of the MS curriculum.
d. Minutes of all meetings will be kept noting those present and what action(s) were recommended. Minutes will be reported to the Chair, PMB, for approval. A signed copy of the minutes will be kept in the office of the Chair.

e. The Committee will conduct an assessment annually regarding opportunities to improve content or delivery of the curriculum, and report recommendations to the Chair, PMB.

Date reviewed 9/12

Gerald V. Quinnan, MD
Chair, Preventive Medicine & Biometrics