

Memorandum of Understanding

Between

**Saint Francis University
Loretto, PA**

And

**Anne Arundel Community College
Arnold, MD**

This document provides a Memorandum of Understanding (MOU) between Saint Francis University (SFU) Master of Medical Science (MMS) Program and Anne Arundel Community College (AACC) Physician Assistant (PA) Program. The MOU will be in effect beginning August 1, 2015 and will remain in effect until August 1, 2016, or when either party requests amendment or termination of the agreement. A request of termination must be given in writing 30 days in advance of the termination date. The termination of this agreement shall not take effect until the enrolled students, at the time the notice of termination is given, complete the program outlined in this agreement. The conditions of this MOU will not be subject to change unless agreed to by SFU and Anne Arundel Community College.

1. SFU will deliver 13 credits of Master of Medical Science courses to be taken by physician assistant students at Anne Arundel Community College. The courses will be delivered according to a mutually agreeable schedule during each semester that this MOU is in force.
2. SFU will be responsible for the delivery of all web-based instruction, examinations, and other instructional materials required for completion of the MMS degree as outlined in "The Program" below. If instructional technology fails at any point during the delivery of the course(s), SFU will make suitable alternative arrangements for completion.
3. Anne Arundel Community College will provide and maintain a suitable facility for instructional delivery, including desktop PCs for online courses, or institute a requirement for student ownership of appropriately equipped PCs. Students will be expected to have a basic understanding of the Internet, and have the capability to access and use Internet-based instructional materials.
4. SFU will be responsible for evaluating student performance in the thirteen (13) credits of SFU-based courses. Anne Arundel Community College's faculty/clinical preceptors will evaluate students on their twenty (20) credits of rotation experiences.
5. SFU will cover the cost of the development of all instructional materials for the SFU-based courses. Class materials developed by SFU for the delivery and instruction of the SFU-based courses will remain the property of SFU. Students will have access to all Internet-based material for one (1) year following the completion of the course.
6. Research will be governed by the Institutional Review Board (IRB) where the student will be performing the research and cleared by the SFU IRB.
7. Anne Arundel Community College students will pay the prevailing per credit MMS tuition rate for each of the thirteen (13) course credits required of the MMS curriculum.

8. SFU will accept twenty (20) credits of clinical clerkships. SFU will assess clinical competence for these clinical credits through clinical case scenarios as part of the requirements of MMS 521/Clinical Applications in Primary Care. Further evidence of competence is provided through continued adherence to the *Standards* and *processes* associated with accreditation by the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) for the Anne Arundel Community College PA Program.
9. The MMS degree offered through the affiliation between Anne Arundel Community College and SFU is intended for Anne Arundel Community College students in the clinical year of training, who currently possess a bachelor's degree. Students will not be grandfathered into the program if it has been greater than 2 years since graduation from the affiliated Physician Assistant Program.
10. Prior to each MMS semester, Anne Arundel Community College will be sent two documents from the Saint Francis University Financial Aid Office.
 - a. The Program Director or authorized designee of the Physician Assistant Program must complete the MMS PA Program Academic Progress Report prior to, during, and at the end of each MMS semester and return each by the designated due date.
 - b. The Director or authorized designee of the Financial Aid Office at the Anne Arundel Community College must complete the Consortium Agreement and return by the designated due date.
 - c. Financial aid will not be processed until both the *MMS PA Program Academic Progress Report* and *Consortium Agreement* have been completed and returned by the date identified on each document.
11. The Anne Arundel Community College must submit unofficial transcripts for all MMS students at the conclusion of each Physician Assistant Program semester. Failure to do so in a timely manner will result in a financial hold for the MMS student.
12. The Anne Arundel Community College will immediately share any information related to a change in academic status of any MMS student, a change in enrolled credits, or any change in accreditation status or PA Program administration.

The Program

Anne Arundel Community College Clinical Clerkship Courses:

The following Anne Arundel Community College courses (clerkships, rotations, clinicals) will be accepted for transfer credit for SFU Master of Physician Assistant Sciences (MPAS) clinical rotation courses.

- PHA 219 Clerkship 1 (4 credits)
- PHA 220 Clerkship 2 (4 credits)
- PHA 221 Clerkship 3 (4 credits)
- PHA 222 Clerkship 4 (4 credits)
- PHA 223 Clerkship 5 (4 credits)

These courses will provide 20 credits of work that can be transferred into the SFU MMS Program once the student has successfully completed MMS 521/Clinical Applications in Primary Care. The above clerkships are transferred into the MMS curriculum for the following SFU MPAS clinical rotation courses:

- MPAS 520 Family Practice I (4 credits)**
- MPAS 521 Family Practice II (4 credits)**
- MPAS 523 Primary Care (4 credits)**
- MPAS 530 Internal Medicine (4 credits)**
- MPAS 550 Pediatrics (4 credits)**

SFU (MMS) Courses:

The following 13 credits will be offered by Saint Francis University, and will be required of all students for the Master of Medical Science degree.

SFU Courses:

Essentials of Research Methodology	3 credits
Advanced Pharmacology	3 credits
Clinical Residency Project	4 credits
Clinical Applications in Primary Care	<u>3 credits</u>
Total	13 credits**

**These 13 credits will constitute the advanced master's coursework for the MMS degree.

Philosophy of the Curriculum

The Anne Arundel Community College Physician Assistant Program provides comparable rotation experiences to those of the MPAS Program at SFU, as mandated by our mutual accrediting organization, ARC-PA. In this respect, clerkships are considered academically equivalent to the fifth year MPAS rotation experiences at SFU, and can be regarded as graduate level courses applicable to the MMS degree. Additionally, in order to verify clerkship equivalency, enrolled students will be required to successfully complete online clinical scenarios which are part of MMS 521: Clinical Applications in Primary Care.

Students will also engage in advanced master's coursework via distance learning, and will be required to complete thirteen (13) credits of MMS courses. Research Methodology is an important element of the student's master's preparation, focusing on the evaluation of the medical literature, research design, and evidence-based medicine. Advanced Pharmacology builds on the student's entry-level pharmacology experience, and will enable them to apply that experience to real clinical situations. This will be especially beneficial in that students will be taking Advanced Pharmacology concurrently with their clinical rotations, thereby providing them with ample opportunities to research and respond to the clinical problem-solving components of the Advanced Pharmacology course. The third element of the advanced master's component is the Clinical Residency Project. This course will provide the master's candidate the opportunity to focus on a clinical problem; research the problem; engage patients in the exploration and analysis of the problem; and provide practical and effective clinical solution(s) to the identified problem. The Clinical Residency Project is the "capstone" experience for the

master's candidate. The final course is Clinical Applications in Primary Care, and serves to corroborate clinical competence.

It is expected that all thirteen-advanced master's credits will be done by the student cohort concurrent with the 12 to 18 months of PA curriculum, typically during the students' clinical clerkships. With successful completion of both programs, upon graduation, students receive their physician assistant degree/certificate from their Anne Arundel Community College and a Master of Medical Science degree from Saint Francis University. It is understood that the MMS degree does not constitute the core physician assistant curricular content required to sit for the National Commission on Certification of Physician Assistants (NCCPA) examination. It is further understood that students must satisfactorily complete all requirements for the physician assistant degree/certificate from Anne Arundel Community College along with the 13 credits of advanced master's courses from SFU, to be eligible to receive the Master of Medical Science degree.

Selection of Students for the Collaborative Program:

Selection of students for the collaborative master's program shall be the responsibility of the Director of the Saint Francis University, Master of Medical Science Program, in consultation with the Director of Anne Arundel Community College's program. The minimum requirement for acceptance into the collaborative master's program is a completed baccalaureate degree, an undergraduate cumulative GPA of 2.8, and a 3.0 in the Anne Arundel Community College PA Program.

Financial Implications

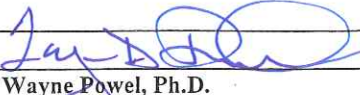

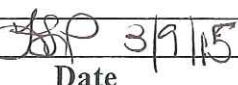
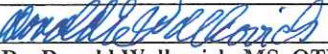
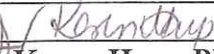

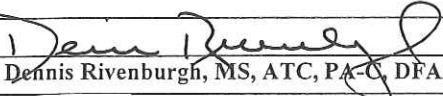
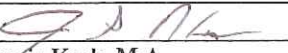
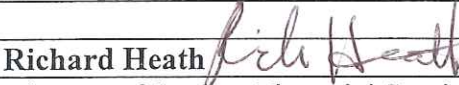
All instructors for SFU-based courses will be paid by SFU, as well as other costs associated with the development of the courses via distance learning technology. All instructors for the Anne Arundel Community College clinical rotation courses will be coordinated, organized, and paid by Anne Arundel Community College.

Anne Arundel Community College students will remit fees to SFU for SFU-originated courses (13 credits) at the published tuition rate. As MMS students are dually enrolled in Anne Arundel Community College PA Programs and the MMS Program, the Anne Arundel Community College PA Program and the MMS Program Directors will communicate any change in academic status of any student to each other within 24 hours of such a designation.

Accreditation of the Anne Arundel Community College Physician Assistant Program

It is understood that matters affecting the current and future accreditation of the Anne Arundel Community College Physician Assistant Program are the sole responsibility of that institution. Anne Arundel Community College must maintain accreditation in order to continue offering the affiliated MMS degree with Saint Francis University. Any change in accreditation status of the Anne Arundel Community College PA Program must be reported to the MMS Program Director immediately. An overview of the accreditation plan of correction must also be reviewed with the MMS Program Director as soon as it is available. It is further understood that the thirteen (13) credits of master's courses supplied by Saint Francis University do not constitute any part of the

core educational requirements for physician assistant education and that the MMS Program does not prepare students for eligibility to sit for the NCCPA examination.

<u>Saint Francis University</u>	<u>Anne Arundel Community College</u>
 2.12.2015 Wayne Powel, Ph.D. Date Provost	 /  3/9/15 Dawn Lindsay, Ph.D. Date President
 2-12-15 Dr. Donald Walkovich, MS, OTR/L, FAOTA Date Dean, School of Health Sciences	 2/27/15 Karen Hays, Ph.D. Date Vice President of Learning
 2/12/15 Deborah Budash, PhD(c) OTR/L Date Program Director, MMS Program	 2/23/15 Dennis Rivenburgh, MS, ATC, PA-C, DFAAPA Date A Program Director
 2/12/15 Jamie Kosh, M.A. Director, Financial Aid	 Date 2.25.15 Richard Heath Director of Student Financial Services