**MEDSCOPE QUICK LINKS AND FORMS:**

**Wellness Center Links**: <https://www.umaryland.edu/urecfit/wellness/>

* Student Health Resources: <https://www.umaryland.edu/studenthealth/student-health-center/>
* Counseling Quick Links for appointments: <https://www.umaryland.edu/urecfit/wellness/services/request-a-wellness-service/>
* Self-schedule immunization: <https://www.umfpi.org/immed-care-covid-d>
* Health-waiver: <http://www.gallagherstudent.com/umb>
* Student health urgent needs: <https://www.umaryland.edu/studenthealth/urgent-needs/>

**IPE dates: Spring 2023**

Module 3 Due Dates: Values & Ethics

* **INDIVIDUAL**: 2 Assignments Due 2/24/2023: Upload completed Ethics Comparison Table to Blackboard, Upload completed individual responses to ethical case scenarios
  + Information can be found: <https://blackboard.umaryland.edu/ultra/courses/_24174_1/cl/outline>
  + Values and Ethics Comparison Table: <https://blackboard.umaryland.edu/bbcswebdav/pid-2643905-dt-content-rid-13169860_1/xid-13169860_1>
  + Sample Ethical Case and Reflective Questions: <https://blackboard.umaryland.edu/bbcswebdav/pid-2643905-dt-content-rid-15104014_1/xid-15104014_1>
* **GROUP**: Participate in group led discussion debrief meeting. Keep your eyes out for your individual meeting with your faculty facilitator. Consult Black board for more details.

**FRCT Research Information/Landing Page:**

* Medscope -> Courses -> Foundations -> Syllabus -> FRCT (menu tab)

**SGA forms and email to contact:**

SGA Co2026 Contact Form: <https://forms.gle/FFLQJMMb6GUatWvh6>

SGA email to contact for any related needs: [umsom2026stugov@gmail.com](mailto:umsom2026stugov@gmail.com)

**COVID forms**

COVID-19 Isolation and Quarantine Protocols: <https://www.umaryland.edu/coronavirus/protocols/>

COVID-19 self-report form

<https://safe.umaryland.edu/surveys/?s=TEPTH3PTX4>

COVID-19 Testing Information

<https://www.umaryland.edu/coronavirus/testing/>

COVID and Remote Learning MedScope Quick Links:

<https://medscope.umaryland.edu/pg/cv19/Resources>

Recovery Guide for COVID-19:

<https://www.umaryland.edu/coronavirus/>

**Sick forms/Virtual Learning:**

Request Virtual Learning Accommodation: <https://forms.office.com/pages/responsepage.aspx?id=pglwcd4gGkaIlAMSo5XKyVENhoNWkNRJhOVo60IUUr5UQ1lHNVVCUU9KVFhFVU01TU9UMUlWVldOUyQlQCN0PWcu>

* You MUST fill out form before the start of the session and attend the full session, and do the quiz to get attendance credit
* If you miss 2 or more consecutive days you must contact an OSA Dean to let them know the situation

**IT Issues and Information Services:**

* <https://www.medschool.umaryland.edu/IS/>
* Phone service available Monday – Friday 7:30 AM – 5:30 PM (**410-706-3998)**
* Help Desk email - [help@som.umaryland.edu](mailto:help@som.umaryland.edu)
* Open a ticket - [https://umd.sysaidit.com](https://umd.sysaidit.com/servicePortal)

**Financial Aid**

* Office of Financial Aid email - [aidtalk@umaryland.edu](mailto:aidtalk@umaryland.edu)
* Financial Aid Assistance forms and resources - <https://www.umaryland.edu/fin/>

**Student Emergency Fund**

* <https://www.medschool.umaryland.edu/osa/Financial-Aid/>
  + Provides a link to the Student Emergency Fund Application (doc) which is an emergency grant that currently-enrolled students who experience an acute and unexpected short-term hardship are able to apply for. Funding is provided through donations to the University of Maryland Baltimore Foundation.
* **External Scholarships**
  + This link also provides a list of scholarships from a variety of specialty, cultural, state, and community organizations that eligible students may apply for.

**Attendance and Participation Policy:**

<https://www.medschool.umaryland.edu/media/SOM/Offices-of-the-Dean/Student-Affairs/Images/Attendance-and-Participation_Sept-2-2022.pdf>

* Students must attend a minimum of 85% of required sessions to pass each course
  + **Brain and Behavior: allowed to miss 6 maximum**
* If student is absent for 2 or more consecutive days, must notify the Office of Student Affairs and course director

**Attendance Tracking Policy:**

UMSOM’s attendance policy allows students to sign-in to sessions where attendance is required using their OneCard within a 30-minute window that ***begins 15 minutes prior*** ***to*** and ***ends 15 minutes past*** the official start time of the scheduled session.

The attendance system is programmed to give students attendance credit for mandatory sessions if they are in a signed “IN” state within the duration of the sign-in window. For example, in the case of an 8AM session, the valid sign-in window started at 7:45 AM and ends at 8:15 AM. At that point the system checks to see which students are in an “IN” status. *This is not an instantaneous process.* Attendance credit will display in MedScope *when the data is processed*, typically later that morning. While the data are waiting to be processed, MedScope will display “PROCESSING”; after the data have been processed, MedScope will display either “PRESENT”, “ABSENT”, or “LATE”. “LATE” indicates a sign-in after the official start time of the scheduled session regardless if the sign-in occurred during the valid window. The clocking stations offer the following notifications to ease anxiety during the sign-in process.

**LED** – The display will show your Name, Date, Time, and Clocking Status (“IN” or “OUT”)

**Audio** – Each clocking station will sound either “IN” or “OUT”. If you do not hear one of these responses, please read the message displayed on the LED screen. This may be caused by:

* Attempting to sign-in within two minutes of your last successful sign-in
* You have an invalid card number or the attendance system does not have your card number registered. Replacement OneCards should be registered with OSA immediately.

**Email** – You will receive an email from the attendance system anytime your “IN” or “OUT” status changes. This feature allows each student to receive an email from **“Attendance Tracker”** that shows the Student Name, Clock Location, Date, and Timestamp that the system has recorded. For example:

*“STUDENT, MEDICAL” attempted to clock in and no Department from client "MSTF-Aud1" at 10/23/13 12:51:07 PM EDT*

The “*attempted to clock in and no Department” portion can be ignored. This notification is part of the default system and is not able to be modified. Just know that even though this message states attempted, it means that the system did record your transaction.*

***Note: The email notification, similar to the MedScope attendance credit, is not instantaneous. Your instant notification is the audible soundbite as well as the visual LED displaying your name and the time that you signed in. The email is only intended to provide each student with a copy of the timestamp for your sign-in transaction.***

The attendance system is configured to automatically sign “OUT” any student whose status is “IN” at 12PM and 5PM daily. The attendance system is unavailable for use daily between 5PM and 7:45AM the next morning.

**Forgotten Badge:**

* Type your SID number into the keypad for attendance credit. You SID can be found on the Home tab of your MedScope portfolio.

**Replacement Badge:**

* If you have gotten a replacement badge, you must register it with OSA immediately in order to have it work with the attendance system. OSA/OME will also need to register your new badge with the public safety office to establish authorized card access to designated campus buildings. Failure to have your newly issued badge registered by our offices will prevent your ability to sign‐in to class (resulting in no attendance credit), prevent card access to designated SOM buildings, and prevent card access to designated secured SOM teaching spaces.

**Technical Issues:**

* If you believe the card readers or clocking stations are malfunction during the sign-in process, please contact Curriculum Support Services (CSS) immediately. A CSS staff member should be on call near the location of the learning session or can be reached at [css@som.umaryland.edu](mailto:css@som.umaryland.edu) or 410-706-3325.

**Overriding Lateness/Absence:**

* Neither Course Directors, OSA nor MedScope personnel are permitted to award attendance credit for lateness or absence. Minimum attendance to pass all courses is 85%. The participation grade system was designed to allow a 15% buffer so students can take days off as they see fit throughout the curriculum. This 15% buffer can also cover absences due to forgetting to swipe or swiping in late.
* Widespread technical issues will be investigated and attendance will be given for technology malfunctions.