

ANESTHESIOLOGIST ASSISTANT PROGRAM

**To educate and train clinical anesthetists
(Type B Physician Assistant)**

Awarding the Master of Medical Science degree upon graduation

**South University School of Health Professions
Savannah, Georgia**

In collaboration with

**Mercer University School of Medicine
Macon and Savannah, Georgia**

Brief Description of the Program

and

Application for Admission

For the class starting in June 2010

**Anesthesiologist Assistant Program
South University School of Health Professions**

**709 Mall Boulevard
Savannah, Georgia 31406**

PHONE (912) 201-8083 FAX (912) 790-4199

South University

South University is a private academic institution with four campuses dedicated to providing educational opportunities for the intellectual, social, and professional development of a diverse student population. To achieve this purpose, the institution offers focused and balanced curricula at the associate's, baccalaureate, master's and doctoral levels.

A broad-based core curriculum is offered promoting critical thinking, effective verbal and written communication, and skills for life-long learning. Additionally, the university focuses on developing the requisites to pursue and appreciate knowledge. South University's approach to higher education and the resulting varied academic experiences provide students with the intellectual acumen and pragmatic approach necessary to create the foundation for personal and professional fulfillment. South University provides a comprehensive education that instills within its students a philosophy that values not only learning and professionalism but also contribution and commitment to the advancement of community.

Believing that qualified individuals should have the privilege of formal academic training, South University welcomes those who seek educational challenges. To this end, the university provides a learning environment that helps students identify goals and the means to achieve them. In this setting, students and faculty learn from each other by interacting both inside and outside of the classroom.

A community of dedicated faculty, administration, and staff committed to the institution's academic purpose assists students in this endeavor. Further, the administration secures and manages resources to promote quality programs and support services.

South University's campuses are located in Savannah, Georgia; West Palm Beach, Florida; Montgomery, Alabama; and Columbia, South Carolina. As a part of South University's efforts to blend academic and practical knowledge, these settings are all designed with the purpose of creating an atmosphere that is conducive to instruction and providing an introduction to a professional environment.

Accreditation and Affiliations

A nonsectarian, co-educational institution of higher education, South University in Savannah, Georgia, is authorized under the Georgia Non-public Postsecondary Educational Institutions Act of 1990 to confer doctoral, master, bachelor, and associate of science degrees. South University is accredited by the Commission on Colleges, Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number (404) 679-4501) to award associate, bachelor, master and doctoral degrees. The Savannah campus is approved for training of veterans, and other individuals by the State of Georgia Department of Veterans Services, State Approving Agency, Atlanta, Georgia 30334.

The Anesthesiologist Assistant program has received approval from the Georgia Nonpublic Postsecondary Education Commission and has been accredited by the Commission on Colleges, Southern Association of Colleges and Schools. The program received accreditation from the Commission on Accreditation of Allied Health Education Programs through January 2010.

Equal Opportunity

South University is an equal opportunity university open to any qualified individual without regard to race, religion, sex, age, color, national or ethnic origin, or disability. Pursuant to all applicable federal anti-discrimination laws and regulations, South University does not discriminate against any of the protected categories of individuals in the administration of its policies, programs or activities. This non-discriminatory policy includes admission policies, scholarship and loan programs, employment practices, and all other university-administered programs.

South University and Mercer University School of Medicine Collaboration

South University, Savannah Campus, and Mercer University School of Medicine based in Macon, Georgia, have developed a relationship to bring together the unique resources of each institution to establish an Anesthesiologist Assistant Program of the highest quality. Mercer University currently provides instruction in anesthesia for medical students and surgical residents at the Macon campus and at Memorial Health University Medical Center in Savannah, Georgia. Mercer's participation extends beyond anesthesiologist faculty for the program into the governance through a 50/50 membership in the Program Advisory Committee, Curriculum Committee, Admissions Committee and the Progress and Promotions Committee. The Mercer School of Medicine administration, through the office of the Dean, is represented in all governing committees to provide their medical education expertise to the program. South University, through its schools of Pharmacy and Health Professions will provide basic science, instrumentation and monitoring, and anesthesia equipment components of the program. South University provides a mock operating room with mannequin based educational opportunities, along with a state of the art anesthesia learning laboratory, a wireless information network and library facilities that provide students with the resources to optimize the learning experience. Clinical training will be based in the Memorial Health University Medical Center and the St. Josephs/Candler Medical Center in Savannah, both in close proximity to the Savannah campus of South University.

Housing

The Savannah campus of South University does offer graduate housing options. The Dean for Student Affairs will provide information on housing upon request.

FINANCIAL INFORMATION

Tuition

Tuition and fees become effective summer quarter and apply to all students unless otherwise specified. Tuition and fees are subject to change at the end of any term. Unless otherwise stated, the cost of books, lab coats, stethoscopes, and other miscellaneous expenses is not included in tuition or fees.

Tuition for the Anesthesiology Assistant Program is approximately \$7245 per quarter for each of nine quarters. Upon successful completion of the Program, the student receives a Master of Medical Science degree. The tuition cost is for a full-time course load (students are not permitted to enroll part-time in the Program) and does not include expenses for such required items as surgical scrubs to be purchased according to program specifications (approximately \$35/per set), textbooks (approximately \$2,500), stethoscope (approximately \$100), laboratory fees (\$300.00) and professional liability insurance (approximately \$100 each year. In-state and out-of-state tuition is the same and is subject to change.

Acceptance Fee

There is a non-refundable \$300 acceptance fee for those applicants who are accepted into the Anesthesiologist Assistant Program. The acceptance deposits will be applied to the student's first quarter tuition payment. If an applicant accepted into the Anesthesiologist Assistant Program encounters circumstances that prevent their matriculation, any amount paid by the applicant above the non-refundable application fee and acceptance deposit will be refunded.

Administrative Fee

Because the institution incurs expenses whenever it provides administrative or educational services to a student, even if that student withdraws, the institution will retain an administrative fee of the lesser of 5% or \$100.00 from the institutional charges used to calculate a refund.

Application Fee

Individuals seeking admissions to any South University program are charged a fee at the time of initial application. The application fee for the Anesthesiologist Assistant Program is \$50. The receipt of the application fee does not constitute acceptance of the student. This fee is refundable if a request is made within three days of completion or receipt of the application. A student paying this fee but not enrolling within one calendar year will be reassessed the fee upon reapplication.

Graduation Fee

A fee of \$125.00 will be collected from each candidate for graduation and is due and payable the quarter in which the candidate is to graduate. If the candidate is to receive a second degree at the same graduation ceremony, an additional fee of \$50.00 will be charged. The fee will be \$95.00 for a second degree awarded at a subsequent graduation ceremony.

AA Lab Fee

There is a \$75.00 lab fee charged for each quarter of laboratory course work (total of \$300.00)

Professional Society Membership Fees

Students enrolling in the Anesthesiologist Assistant Program are eligible to join the American Society of Anesthesiologists as a student member for \$ 25.00 per year, which includes; the monthly journal *Anesthesiology*, newsletters, and free admission to the annual meeting. Students are also eligible to join the AA professional organization the American Academy of Anesthesiologist Assistants (AAAA) for a fee of \$ 60.00 which is good for the entire time in the program. Students are encouraged, but not required to join either organization.

Transcript Fee

Each student is entitled to have one free official transcript of his or her university work forwarded to another institution. The charge for additional copies is \$5.00 each. Requests for transcripts should be submitted to the administrative office at the applicable campus. Academic transcripts will not be issued to any student who has an outstanding balance with the university or is in default on any federal, state, or institutional loans.

PAYMENT OF TUITION AND FEES

All charges are due and payable on or before the registration date for each quarter. Circumstances which prevent a student from adhering to these dates should be discussed with the financial aid office. Students attending school under grants and/or loans should confer with the financial aid office concerning the payment of fees; students attending school under the G.I. Bill may discuss payment of school fees with the Director of Financial Aid. Failure to make proper payments, unless otherwise cleared with the financial aid office, will result in dismissal from the university. Grades will not be issued, degrees granted, or academic transcripts furnished until all financial obligations have been satisfied and all university property returned.

REFUND OF TUITION

REFUND POLICY

Refunds or tuition adjustments will be awarded according to the following guidelines:

1. If circumstances prevent matriculation before a student enters school, all monies above the \$50.00 application fee and the \$300.00 acceptance fee will be refunded. The \$50.00 will be refunded only if requested within three days of application.

2. Refunds for students withdrawing from all classes will be based on the following guidelines:
 - a) Students completing no more than 5% of instructional time will receive a 95% tuition refund.
 - b) Students completing more than 5%, but no more than 10% of instructional time will receive a 90% tuition refund.
 - c) Students completing more than 10%, but no more than 25% of instructional time will receive a 75% tuition refund; or
 - d) Students completing more than 25% percent but no more than 50% of instructional time will receive a 50% of tuition refund.
 - e) Students completing more than 50% of instructional time will receive no refund of tuition.

In addition to the percentage of tuition that is retained by the university as described above, an administrative fee of \$100.00 will be retained by the university for a student not completing more than 50% of instructional time.

In order to expedite refunds and adjustments, students should complete an official drop form through the registrar's office.

Should a student withdraw from the institution, any amount of refund must first be returned to Federal Title IV, and then to other sources of aid up to the full amount received from the program.

RETURN OF TITLE IV FUNDS

For Title IV (federal financial aid) recipients who withdraw from attendance, the college is mandated by federal regulation to determine the amount of Title IV funds the student has earned at the time the student ceases attendance. The amount earned is based on the amount of calendar days in the term completed by the student, divided by the number of calendar days in the same term, excluding any scheduled breaks of at least five (5) consecutive days. The amount earned is based on the amount of time the student has spent in enrollment and is not related to the student's institutional charges. The amount of Title IV funds earned is based upon a proportional calculation through sixty (60) percent of the term attended. The college will use the following steps in order to determine the amount of Title IV a student who withdraws has earned:

1. Determine the date of withdrawal and determine the percentage of payment period (term) attended by the student.
2. Determine the amount of Title IV aid earned by the student by multiplying the total Title IV aid for which the student was eligible by the percentage of time enrolled.
3. Compare the amount earned to the amount disbursed. If the amount earned is greater than the amount disbursed, then a post-withdrawal disbursement must be made if the student is eligible for a "late disbursement." If the amount disbursed exceeds the amount earned, the excess Title IV aid must be returned.
4. Allocate the responsibility for returning unearned aid between the college and the student according to the portion of disbursed aid that could have been used to cover institutional charges and the portion that could have been disbursed directly

to the student once institutional charges were covered.

5. Distribute the unearned Title IV aid back to the Title IV programs. Examples of Return to Title IV and refund calculations may be obtained through the office of financial aid.

ALLOCATION ORDER OF REFUNDS

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Federal Perkins Loans
4. Federal PLUS Loans
5. Federal Pell Grants
6. Federal SEOG
7. Other assistance awarded to the student under programs authorized by Title IV.
8. Required refunds to other Federal, State, private, or institutional student financial assistance received by the student.
9. To the student

OFFICIAL WITHDRAWAL PROCEDURE

To withdraw officially from the Program and the institution, students must contact the Program office and the registrar to provide written notification of their intention to withdraw.

FINANCIAL AID

Financial aid is the economic assistance available to help students meet the difference between what they can afford to pay and what it actually costs them to attend school. This economic assistance may be in the form of scholarships, grants, loans, and work-study.

A financial aid package is a combination of different forms of financial aid that together makes up a student financial aid award. A financial aid package may include grants, loans, and work-study.

A student's ability to contribute to the cost of his or her education is determined by the use of a need analysis, which is a consistent, systematic way of measuring the ability of a family to pay for educational costs and its eligibility to receive funds from federal programs. It determines the ability, not the willingness, of a student or family to finance the student's education. In determining how much a student and his or her family can contribute, a number of factors are considered. From these factors, a need analysis determines how much a student and his or her family can contribute and how much money will be needed to finance the student's education.

APPLICATION PROCESS FOR FINANCIAL AID

1. Apply for admission to the university.
2. Complete a Free Application for Federal Student Aid (FAFSA). This form is for both in- and out-of-state students.

STUDENT AID PROGRAMS

South University participates in several student aid programs. Contact the office of financial aid for a complete list that is relevant to anesthesiologist assistant studies.

VETERAN BENEFITS

South University maintains program participation with the Regional Veteran's Affairs office. Veterans must complete VA paperwork and submit a copy of their DD Form 214 for certification. Eligibility is based on program of study and course work. Please see the South University VA representative for more information.

THE EDUCATIONAL PROGRAM

The Anesthesiologist Assistant Program is a professional graduate educational program in the Department of Anesthesia Sciences in the South University School of Health Professions. Individuals who successfully complete this program are awarded a Master of Medical Science degree by South University. Graduates of this program function as anesthesiologists who are integral members of the anesthesia care team led by a qualified anesthesiologist.

Classroom, laboratory and clinical education occur during 28 continuous months, beginning in June and culminating with graduation in September (nine academic quarters following matriculation). All classroom, laboratory, and clinical requirements must be satisfied prior to graduation. Since the classroom, laboratory, and clinical activities run continuously for 28 months, the Program does not follow the University undergraduate calendar for quarter start and end or for vacations and breaks.

ACADEMIC CALENDAR FOR THE ANESTHESIOLOGIST ASSISTANT PROGRAM

	2008-2009	2009-2010	2010-2011
FALL		9/14- 12/18	9-20/ 12-17
WINTER		1/4- 3/26	1/3-3/18
SPRING		4/5- 5/28	3/28-6/10
SUMMER	6/22-9/18 Graduation 9-12-09	6/7- 9/10 Graduation 9-11-10	6/13-8/26 Graduation 9-10-11

Classes start in the summer quarter beginning June 14, 2010.

Based upon published South University Catalog through summer of 2009 and extrapolation beyond those dates. Actual dates are subject to change as South University may change the end of quarter dates to synchronize with other processes.

* Rising Senior students have one week vacation following Comprehensive Exam delaying the start of the quarter by one week.

CLINICAL ROTATIONS

Clinical rotations are scheduled in both academic and private practice hospitals, including hospitals in metropolitan Savannah, and out-of-town hospitals in Georgia and other states.

Introductory Clinical Activity

During the first four quarters of the program, students develop knowledge and skills in patient interviewing and physical examination; vascular access; and basic airway management. Clinical activity is interspersed with classroom and laboratory work on a day-to-day basis. Students will be in the operating room for two or three days per week from 0600 to 1200. The knowledge and skills defined for each quarter in the clinical handbook must be mastered before the student may advance to intermediate clinical activity. Rotations in this phase of clinical studies are limited to sites in Savannah and are one academic quarter in duration. Students will be assigned to a single clinical site for an academic quarter and then rotated to another site the following quarter.

Intermediate Clinical Activity

The fifth academic quarter contains intermediate clinical activity interspersed with classroom and laboratory work. Students are assigned to clinical sites in Savannah for two or three days with a mix of partial or full days during each week. Knowledge and skills must be demonstrated at an intermediate level before the student may advance to senior clinical rotations. Students will be assigned to a single clinical site for this phase of their training.

General Senior Clinical Rotations

During the clinical year (final 12 months of the program), clinical rotations are assigned in three, and four-week blocks depending upon the particular rotation. Clinical rotations include all subspecialty areas of anesthesia practice (general surgery, pediatrics, obstetrics and gynecology, otolaryngology, orthopedics, neurosurgery, ophthalmology, genito-urinary surgery, vascular surgery, cardiac surgery, thoracic surgery, transplantation, trauma, ambulatory). Some but not all rotations outside Savannah provide housing for students, it is the responsibility of the student to make their own housing arrangements. AHEC may provide housing for certain Georgia rotations.

Remedial Clinical Assignments

Students who are having difficulty mastering clinical skills and concepts during the first five academic quarters may be required to enter the intensive clinical phase where students participate in clinical assignments every day. The additional clinical time permits students whose clinical acumen is less than preceptor expectations, as determined by daily clinical evaluations, to gain additional experience and improve their confidence.

Students participating in intensive clinical have an increased clinical workload which does not alter the classroom or laboratory commitments that all students carry. The intensive clinical experience is not punitive, but rather an opportunity for the student to rapidly improve their clinical competence and reach the level of their peers.

An alternative to intensive clinical is for the student to enter a decelerated program, taking fewer credit hours for one or more quarters. A decelerated program permits students who are having difficulty to take a decreased academic and/or clinical load and repeat particular courses as needed. Depending upon which quarter a student enters a decelerated program, the length of the Program may be extended from one to several academic quarters as required to successfully complete all required coursework.

Curriculum

Quarter I (Summer: 13 weeks: 17 quarter hrs, 16 hrs of clinical experience)

- ANS 5001 – Clinical Anesthesia I (1 hr *pass/fail*)
- ANS 5020 – Medical Terminology (Self Study) (1 hr *pass/fail*)
- ANS 5040 – Introduction to Cardiovascular Anatomy and Physiology (1 hr)
- ANS 5060 – Introduction to Pulmonary Anatomy and Physiology (1 hr)
- ANS 5081 – Principles of Airway Management I (2 hrs)
- ANS 5100 – Physics of Anesthesia (2 hrs)
- ANS 5120 – Introduction to Anesthesia Delivery Systems and Equipment (2 hrs)
- ANS 5140 – Pre-anesthetic Evaluation (3 hrs)
- ANS 5160 – Introduction to Clinical Anesthesia (3 hrs)
- ANS 5181 – Anesthesia Laboratory I (1 hr)

Basic life support certification will be accomplished during quarter I

Quarter II (Fall: 14 weeks: 20 quarter hrs, 144 hrs of clinical experience)

- ANS 5002 – Clinical Anesthesia II (4 hrs)
- ANS 5082 – Principles of Airway Management II (1 hr)
- ANS 5182 – Anesthesia Laboratory II (1 hr)
- ANS 5201 – Cardiovascular Physiology for Anesthesia Practice I (2 hrs)
- ANS 5221 – Principles of Instrumentation and Patient Monitoring I (2 hrs)
- ANS 5345 – Anesthesia Principles and Practice (3 hrs)
- ANS 5901 – Anatomy (3 hrs)
- ANS 5921 – Physiology I (4 hrs)

Quarter III (Winter: 11 weeks: 20 quarter hrs, 120 hrs of clinical experience)

- ANS 5003 – Clinical Anesthesia III (3 hrs)
- ANS 5183 – Anesthesia Laboratory I (1 hr)
- ANS 5202 – Cardiovascular Physiology for Anesthesia Practice II (3 hrs)
- ANS 5222 – Principles of Instrumentation and Patient Monitoring II (2 hrs)
- ANS 5301 – Pulmonary Physiology for Anesthesia Practice I (3 hrs)
- ANS 5346 – Anesthesia Principles and Practice (3 hrs)
- ANS 5922 – Physiology II (2 hrs)
- PHA 5001 – Pharmacology I (4 hrs)

Quarter IV (Spring : 12 weeks: 17 quarter hrs, 150 hrs of clinical experience)

ANS 5004 – Clinical Anesthesia IV (4 hrs)

ANS 5144 – Anesthesia Laboratory IV (1 hr)

ANS 5302 – Pulmonary Physiology for Anesthesia Practice II (2 hrs)

ANS 5347– Anesthesia Principles and Practice (3 hrs)

ANS 5400 – Renal Physiology for Anesthesia Practice (1 hr)

ANS 5421 – Pharmacology in Anesthesia Practice I (2 hrs)

PHA 5002 – Pharmacology II (4 hrs)

Quarter V (Summer : 13 weeks: 17 quarter hrs, 200 hrs of clinical experience)

ANS 5005 – Clinical Anesthesia V (6 hrs)

ANS 5348 – Anesthesia Principles and Practice (3 hrs)

ANS 5422 – Pharmacology in Anesthesia Practice II (2 hrs)

ANS 5500 – Advanced Anesthesia Delivery Systems and Mechanical Ventilation (2 hrs)

ANS 5520 – Advanced Airway Management (2 hrs)

ANS 5540 – Advanced Concepts in Patient Monitoring (2 hrs)

Advanced Cardiac Life Support certification will be obtained during this quarter.

A Comprehensive Examination covering the material from the first five Quarters will be administered to determine the preparedness of each student to advance to senior clinical year. Failure to successfully master the exam will result in remediation and necessary extension of the student's program by at least one Quarter.

Quarter VI (Fall: 14 weeks: 18 quarter hrs, 559 hrs of clinical experience)

ANS 6001 – Clinical Anesthesia I (16 hrs)

ANS 6021 – Senior Seminar (1 hr)

ANS 6041 – Anesthesia Review I (1 hr)

Quarter VII (Winter: 11 weeks: 16 quarter hrs, 473 hrs of clinical experience)

ANS 6002 – Clinical Anesthesia II (14 hrs)

ANS 6022 – Senior Seminar (1 hr)

ANS 6042 – Anesthesia Review II (1 hr)

Quarter VIII (Spring: 12 weeks: 16 quarter hrs, 473 hrs of clinical experience)

ANS 6003 – Clinical Anesthesia III (14 hrs)

ANS 6023 – Senior Seminar (1 hr)

ANS 6043 – Anesthesia Review III (1 hr)

Quarter IX (Summer: 13 weeks: 18 quarter hrs, 559 hrs of clinical experience)

ANS 6004 – Clinical Anesthesia IV (16 hrs)

ANS 6024 – Senior Seminar (1 hr)

ANS 6044 – Anesthesia Review IV (1 hr)

The curriculum is dynamic and changes may be made to improve the integration of the curriculum. Changes will only be made prior to the matriculation of the next entering class. Should the curriculum depart from that published above, on the recommendation of the curriculum committee prior to matriculation, a letter identifying the changes will be mailed to all students that have been accepted into the incoming class. At this point, students may elect to continue with the Program accepting the changes in the curriculum, or cancel their registration and receive a full refund of their deposit without any penalty.

Examinations

Generally, examinations for classroom and laboratory work will be administered outside of normal class periods. Occasionally, exams, review sessions, and special certification classes (Basic Life Support, Advanced Cardiac Life Support) may involve weekends. Clinical rotations may involve evenings, nights and weekends during the second year, depending upon the rotation and the clinical site. Clinical sites may require students to take in-house call. When a student, in their second year, participates in daytime operating room assignments and is expected to remain in-house for call or extended clinical opportunities that exceed midnight, the student will have the next 24 hours free of clinical obligations. By official request, special arrangements will be made for students who have religious obligations that may conflict with educational program activities.

REGULATIONS

CONTINUATION REQUIREMENTS

The faculty's judgment of a student's suitability and fitness for continuation in the program is based upon classroom performance, clinical performance and standards of conduct appropriate for a health professional. Standards of conduct include: trustworthiness; responsibility to duty; appropriate interaction with patients; patients' families; other healthcare professionals; and professional demeanor.

The Progress and Promotions Committee

The Progress and Promotions Committee meets immediately after all grades are submitted at the end of each quarter. The committee reviews each student's classroom, laboratory and clinical grades, comments on attitude and conduct, and any other information that is available to aid in evaluation of each student. The Committee makes a recommendation to the Program Directors as to whether the student should advance to the next academic quarter in good standing; advance on probation; enter intensive clinical; enter a decelerated program; or be dismissed from the program. The Program Directors will then notify the student in person, and in writing, of any recommendation by the Committee other than *advance in good standing*. The Program Directors will copy the Vice President of Academic Affairs on all correspondence with students regarding recommendations of the Progress and Promotions Committee. When the Committee recommends dismissal, the Program Directors will compose a letter to the Vice President of Academic Affairs providing details and justification for the dismissal. The

Vice President of Academic Affairs will send official notification of the action to the student on behalf of the University.

Academic Performance

Each student's academic performance is reviewed by the Progress and Promotions Committee at the end of each quarter, or more often if academic problems arise. Continuation as a student in good standing is dependent upon a student's maintaining a quarter grade point average of 2.0 or higher and receiving no letter grade of F and no more than one letter grade of D in any course in any quarter.

Comprehensive Examination (at the completion of the 5th quarter)

The curriculum contains a comprehensive examination at the end of the fifth quarter. Students who do not successfully complete the examination will be prohibited from advancing to the sixth academic quarter. The senior year consists of fulltime clinical work, for which students must be adequately prepared in all aspects of their education and training. This includes a strong knowledge base, along with adequate clinical skills, satisfactory attitude and appropriate patient and operating room decorum.

Probation

Probation for the successive quarter will be assigned to any student who meets one of the following criteria in any academic quarter:

- (1) Academic quarter GPA < 2.0; OR
- (2) Letter grade of F in any course; OR
- (3) Letter grades of D in any two or more courses
- (4) Inadequate clinical performance as judged by daily evaluations
- (5) Breach of ethical, moral or professional conduct

The student who is placed on probation must meet the criteria for continuation by the end of the next quarter, or that student is subject to dismissal. That is, the student on probation must attain quarter and cumulative GPAs of 2.0 or higher at the end of the quarter during which he/she is on probation.

If a student is placed on probation at the end of the eighth (8th) academic quarter, then his/her degree program will be extended for one quarter and he/she must meet continuation requirements at the end of the extra quarter in order to become a degree candidate. Failure to achieve a cumulative GPA of 2.0 or higher by the end of the extra quarter is grounds for dismissal.

Grounds for Immediate Dismissal

A student may be dismissed immediately from the program without being placed on probation if he/she meets any one of the following criteria in one academic quarter:

- (1) Letter grade of F in two or more courses; OR
- (2) Letter grade of D in four or more courses; OR
- (3) Violation of ethical conduct.

Decelerated Program

A student who receives a letter grade of F in any course must retake that course and achieve a letter grade of C or higher in order to continue in the Program. Since didactic courses are taught on an annual basis, receiving a letter grade of F in any course will extend that student's degree program by a minimum of one quarter. If, upon retaking the course, the student does not receive a grade of C or higher, then that student may be dismissed from the Program.

Conduct

The South University Student Handbook defines a Code of Conduct that must be followed by all students. Failure to comply with general University policies may result in dismissal from the Program and the University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee and will be considered relative to the student's suitability for continued participation in the Program and entry into the AA profession.

Each student shall be attired appropriately whenever he/she is in a clinical (patient care) environment. Failure to adhere to appropriate guidelines for attire can result in dismissal from clinical activity with a resulting penalty applied for absence.

In the practice of anesthesia, the safety and well-being of patients is every practitioner's first and foremost concern. The confidential acquisition and maintenance of patient data are also of paramount importance. To these ends, students must always interact appropriately with patients and patients' families and maintain the confidentiality of medical records and all patient data. Interacting appropriately with patients and conducting oneself professionally are requisite to continuation in the program. Conduct can be reviewed and the privilege of working with patients can be withdrawn at any time. Inappropriate behavior and/or failure to maintain patient data in an appropriate, confidential manner according to the *Health Insurance Portability and Accountability Act* (HIPAA) guidelines are grounds for immediate review and for possible dismissal from the Program.

A student's conduct can be reviewed at any time, including receipt of an unsatisfactory evaluation based on conduct or referral of a conduct issue to a Program Director. The Program Director shall take appropriate action based on the type and severity of the student's misconduct, including referral of the matter to the Progress and Promotions Committee. The Program Director will inform the student of the Program's receipt of unsatisfactory evaluation or referral of conduct issue. The Program Director, in consultation with the Vice President of Academic Affairs, will suspend the clinical activity of any student whose conduct is deemed illegal under federal, state, or local laws or in violation of the rules and regulations of South University or in violation of the rules and regulations of the facility in which the conduct took place.

The Progress and Promotions Committee, after review of the conduct issue, shall recommend the action to be taken. Recommendation can be continuation, continuation with warning, continuation on probation, or dismissal. Severe transgressions from ethical and moral conduct, such as cheating, stealing, providing false documentation intended to deceive faculty or administration, may result in immediate dismissal from the Program.

When appropriate, the Program Directors will forward a complete record of events related to the conduct issue along with the recommendation from the Progress and Promotion Committee to the Vice President of Academic Affairs for review. If the documented event(s) involves a serious offense, the student may be dismissed from South University School of Health Professions regardless of academic standing. For a lesser offense, the student may receive a letter of warning or be placed on probation. Repeat misconduct issues may result in dismissal from South University School of Health Professions.

Dismissal

Students may be dismissed from the program for failing to emerge from academic probation status, failing to improve sufficiently following remediation in classroom, laboratory or clinical activities, following repeated misconduct issues and counseling, or upon the recommendation of the Dean of Student Affairs for violation of the University Code of Conduct. When the Progress and Promotions Committee recommends that a student be dismissed from the program, the Program Directors will meet with the student and inform them of the Committee's decision. The Program Directors will then forward a letter to the Vice President of Academic Affairs, who will send formal notification to the student and appropriate academic offices.

Appeals Process

Students may appeal the decision of the Progress and Promotions Committee. The student, through the Program Directors, may petition to meet with the Progress and Promotions Committee to present further details or extenuating circumstances of which the Committee may not be aware. The Committee may reaffirm its initial decision, reverse its initial decision, or refer the matter to an impartial ad-hoc investigative committee appointed by Vice President of Academic Affairs. The Vice President of Academic Affairs will use the report from the ad-hoc committee and consultation with the Program Directors, to reach a conclusion regarding the student's disposition. The Vice President of Academic Affairs will send formal notification to the student and appropriate academic offices. The student may further appeal to the Chancellor, who will be the final arbitrator in the process.

Grading

The following letter grades, their indication of performance, and assigned quality points are used in the Program:

A	excellent	4	
B	above average	3	
C	average	2	
D	below average	1	This is a marginal grade for which the student may be required to perform remedial work or repeat the course at the discretion of the Progress and Promotions Committee.
F	failing	0	– no course credit or residence credit
WP	withdrawal without penalty	0	– no course credit or residence credit
WF	withdrawal while failing	0	– no course credit or residence credit
P	Pass		credit, no quality points - restricted to certain courses
I	incomplete		

The notation P indicates a passing score in a course designated as Pass/Fail (P/F). A student receives credit hours for a P/F course, but there are no quality points assigned and a passing grade does not contribute to the student's grade point average. The notation I for *incomplete* will be submitted when assigned work has not been completed at the time that grades are due in the Registrar's office at the end of the quarter. If the work is not completed within the following academic quarter, a final grade of F will be assigned.

INTERRUPTION OF DEGREE PROGRAM

Medical Leave

A student may petition the Program for interruption of his/her degree program for an acute, serious medical problem. In the petition, the student must provide documentation of diagnosis by a physician licensed to practice medicine in the United States and an estimate by that physician of a recovery time sufficient to resume the degree program. Granting the petition for interruption in the degree program is solely at the discretion of the Anesthesiologist Assistant Program.

Leave of Absence

Quarters 1 – 5

A student may petition the Program for a leave of absence by submitting a completed Leave of Absence Request Form to a Program Director. Because each course is only offered once each year, if a leave of absence is granted, leave shall be for approximately seven to twelve months in duration such that the student must return full-time the next academic year at the beginning of the quarter in which he/she was granted leave. Any tuition refund for the quarter in which the leave of absence is granted shall be made in accordance with University guidelines for cancellation and withdrawal (including those pertaining to federal Title IV financial aid recipients). Granting a petition for a leave of absence is solely at the discretion of the Anesthesiologist Assistant Program.

Quarters 6 – 9

A student may request a leave of absence by submitting a completed Leave of Absence Request Form to a Program Director. Following review of the request, the Program Director may grant a leave of absence for one to six months at the end of which the student must return as a full-time student at the beginning of an approved clinical rotation. The full one to twelve months of absence must be satisfactorily completed on approved clinical rotations in order for the student to meet academic and residence requirements for degree eligibility. Any tuition refund for the quarter in which the leave of absence is granted shall be made in accordance with University guidelines for cancellation and withdrawal (including those pertaining to federal Title IV financial aid recipients). Registration and payment of tuition and fees for the extended clinical time in the degree program shall follow University guidelines. Granting a petition for a leave of absence is solely at the discretion of the Anesthesiologist Assistant Program.

TERMINATION PRIOR TO COMPLETION OF DEGREE

Cancellation

Registration may be cancelled during the first five days of classes without transcript deficiencies or financial penalty other than loss of deposit.

Withdrawal

A student may voluntarily withdraw from South University after the first week of classes. Official withdrawal requires completion and approval of withdrawal forms, which are available from the Registrar. In the case of voluntary withdrawal, the student may be eligible for partial tuition refund based upon University policy. No refund will be given for reduced course load.

Dismissal

A student may be dismissed from the South University School of Health Professions for either academic or clinical deficiencies, or for violation of standards of conduct. Refer to the section above regarding continuation requirements. No refund will be given to a student who is dismissed.

Involuntary Psychiatric Withdrawal

If, a student demonstrates evidence of an emotional disorder or has engaged in or threatened to engage in conduct which poses a threat to the mental, emotional, or physical well-being of self or others; or poses a threat to property; or impedes the lawful activity of others, the student may be referred for psychiatric evaluation by the Dean of Student Affairs. Refusal to obtain psychiatric evaluation when properly requested to do so or determination by a health organization associated with South University that withdrawal would be in the best interest of the student and the University shall be cause for involuntary withdrawal of the student from the University by the Dean of Student Affairs. The Dean of Student Affairs shall inform the student in writing of the effective date of involuntary withdrawal and in conjunction with the Program Directors and the Vice President for Academic Affairs shall explain in writing the procedure for application for readmission to South University. Readmission, after withdrawal for psychiatric reasons, will require evaluation by a qualified psychiatrist approved by South University. In no case will readmission be granted after psychiatric withdrawal without the approval of a South University affiliated psychiatrist. Policy related to involuntary psychiatric withdrawal and all actions pertaining hereto shall be governed by the rules and regulations of South University.

Graduation Requirements

The faculty's judgment of a student's suitability and fitness for graduation is based upon more than scholastic achievement, and includes the applicant's character, physical abilities, and interaction with patients, patients' families, and other healthcare professionals. Eligibility for the Master of Medical Science degree in Anesthesiologist Assistant Studies at South University includes the following:

1. Residence of nine academic quarters.
2. Satisfactory completion of all classroom, laboratory and clinical work.
3. Continued demonstration of ethical and moral behavior and appropriate clinical decorum.
4. Adherence to all federal, state, and local laws, especially those pertaining to substance abuse. Adherence to the rules and regulation of South University and of all institutions in which students have clinical rotations, especially those rules and regulations pertaining to patient care and confidentiality of medical records.

PRACTICE OF ANESTHESIA

PERSONAL RISKS ASSOCIATED WITH THE PRACTICE OF ANESTHESIA

Exposure to Pathogens

Anesthesiologist assistants, physicians, nurses, and other healthcare providers that have direct contact with patients are at risk for occupational exposure to pathogenic organisms. Exposure can occur via contact with blood and other body fluids and tissues; air-borne and droplet transmission; needle stick or other penetration of skin.

The program and South University School of Health Professions promotes the safety and well-being of students as follows:

The program and other departments in South University School of Health Professions provide mandatory training in universal precautions and other work-safety practices.

All clinical training sites provide students on rotation with appropriate personal protective equipment and disposables.

In the event of exposure to known or suspected pathogenic organisms, the student is entered into a protocol established by the clinical site at which the exposure occurred.

Substance Abuse

Both anesthesiologists and anesthesiologists are at a greater risk for substance abuse than practitioners in other medical specialties or individuals in the general population. Handling and administering controlled substances occurs daily in the practice of anesthesia, and current literature suggests that individuals with a history of substance abuse of any kind are more likely to develop a drug abuse problem if they enter the field of anesthesiology. **If you have a history of excessive alcohol use or a history of any other forms of drug abuse, you should not consider a career in the field of anesthesiology.**

Technical Standards

To undertake and successfully complete the Anesthesiologist Assistant Program, as well as to function successfully as an anesthetist after graduation, requires that an individual meet certain fundamental physical, cognitive, and behavioral standards. The requisite technical skills include, but are not limited to the following:

- Effectively communicating verbally with patients and their family members and with other healthcare professionals.
- Interacting with patients, including obtaining a history and performing a physical examination.
- Effectively communicating in writing, and by record keeping, those data and information essential to the practice of anesthesia and the care of patients.
- Reading and comprehending written parts of the medical record and other patient care documents in order to safely and effectively participate in the practice of anesthesia.
- Having sufficient knowledge, motor skill, and coordination to perform diagnostic and therapeutic tasks, including invasive procedures, on patients in a timely manner so as to insure the safety and well-being of the patients. These tasks include but are not limited to peripheral and central venous catheterization, arterial puncture and cannulation, breathing bag-and-mask ventilation, laryngeal mask airway insertion and management, endotracheal intubation.
- Having sufficient strength, motor skill, and coordination to lift, move, and position patients as required for administration of anesthesia and performance of cardiopulmonary resuscitation.
- Having sufficient speed and coordination to quickly and safely react to emergent conditions throughout the hospital in order to assure patient safety.
- Recognizing and differentiating colors of signals displayed on monitors; being able to work in both *light* and *dark* conditions as exist in patient care areas (eg, operating room, radiology suite, endoscopy suite); being able to recognize details of objects both near and far.
- Hearing, processing, and interpreting multiple conversations, monitor signals, alarms, and patient sounds simultaneously in fast-paced patient care settings (eg, operating room, intensive care unit, emergency room).
- Having no impairment that would preclude continuous performance of all of the above activities or any and all of the other activities that are an integral part of an anesthesiologist assistant's participation in the anesthesia care team.

ADMISSION REQUIREMENTS

Familiarity with Practice of Anesthesia

Applicants to the program must be familiar with the practice of anesthesia, including related activities in the operating room. Individuals who are not familiar with the practice of anesthesia and have had no exposure to an operating room environment must spend at least 8 hours with an anesthesiologist or an anesthesiologist in an operating room observing the conduct of anesthetics. The applicant is encouraged to visit a local hospital and ask to speak with the anesthesiologist who directs the department of anesthesia. Explain that you are applying to an Anesthesiologist Assistant program to become a clinical anesthesiologist working as part of the anesthesia care team. Share this printed information with them if they are unfamiliar with the concept. A documentation form (provided) must be completed and submitted with the application. In addition, the applicant is required to summarize an article of their choice from current anesthesia literature on the form provided.

General Admission Requirements

Students wishing to enter the Anesthesiologist Assistant program in the School of Health Professions should be aware that a prior felony conviction may restrict an individual's ability to obtain professional licensure or certification. Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain such licensure or certification.

- Baccalaureate degree, including above average performance in courses required in a premed curriculum. Must take within past 7 years.
- Official transcripts of all undergraduate and graduate course work.
- Graduate Record Examination [GRE] scores from either the written examination or the computer-based examination taken within five years prior to application. The Program must receive official score reports directly from the Educational Testing Service. **The Code for South University is 5157.**
- Or Medical College Admission Test scores taken within five years prior to application. The Program must receive official score reports directly from the Medical College Admission Testing service.
- Advanced placement credits for prerequisite coursework that appear in official transcripts may be considered based on courses, scores, and student's overall undergraduate performance.
- Three letters of recommendation are required. Two letters from persons familiar with the applicant's prior academic performance, academic potential, work habits, and suitability for graduate study leading to a career in clinical practice. No more than one letter may be a character reference.
- Familiarity with the practice of anesthesia, including the environment in which day-to-day work occurs.

- In the applicant's own words, he/she must write a summary of an article of her/his choice that appears in a current anesthesia journal on the enclosed form.
- Submission of the completed application form and all of its components.
- Interview at the request of the Admissions Committee, on-site at South University, Savannah, Georgia.

Undergraduate courses (substitutions are not permitted and survey courses or courses for non-science majors are not acceptable).

REQUIRED		PREFERRED, not required:	
English	3 Semester hours or 4-5 Quarter hours		
General biology (Full academic year) Labs preferred but not required	6 Semester hours or 9 Quarter hours	Cell & molecular biology	3 Semester hours or 4-5 Quarter hours
General chemistry (Full Academic Year) Labs preferred but not required	6 Semester hours or 9 quarter hours		
Organic chemistry (Sophomore 200 level) Labs preferred but not required	3 Semester hours or 4-5 Quarter hours	Full year of Organic chemistry	6 Semester hours 9 Quarter hours
Biochemistry (Junior 300 level) Labs preferred but not required	3 Semester hours or 4-5 Quarter hours		
General physics (Full academic year) (Sophomore 200 level)	6 Semester hours or 9 Quarter hours	Calculus based	
Calculus	3 Semester hours or 4-5 Quarter hours		
Statistics (Math or Statistics Dept)	3 Semester hours or 4-5 Quarter hours		

Guidelines for Graduates of Colleges and Universities outside the United States

Please note that no exemptions will be made for required course work regardless of degrees or certification received outside the United States, experience, work background, or education.

In addition to the General Admission Requirements (above), the applicant who has been graduated from a college or university outside the United States regardless of United States' residency status must do the following (not necessary for United States Territories):

- Official transcripts of all undergraduate and graduate course work taken outside the United States must be submitted to the program, along with the report from a credentialing organization (eg, Educational Credential Evaluators, Incorporated) demonstrating equivalency to a Bachelor's degree received at an American college or university, and evaluating the transcript course-by-course for equivalency to required pre-requisites for admission to the Anesthesiologist Assistant Program.
- A statement from a responsible person certifying that the applicant's financial resources are sufficient to meet necessary expenses (International Students only).
- Deficiencies in required course work must be made up by taking appropriate courses in a college or university in the United States.
- A statement from a qualified physician describing any emotional or physical illnesses suffered by the applicant during the preceding five years, or certifying freedom from such illnesses (International Students only). In addition to the General Admission Requirements (above) and the first three requirements of this section, the applicant who has graduated from a college or university of a country for which English is not the primary language regardless of United States' residency status must do the following:
 - Student must obtain an acceptable score on any version of the Test of English as a Foreign Language (TOEFL). The program must receive an official score report directly from Educational Testing Services, Princeton, NJ.
 - A photocopy of the student's passport to provide proof of birth date and citizenship (students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate);
 - For all applicants residing in the United States at the time of application: a photocopy of the visa page contained within the student's passport as well as a photocopy of the student's I/94 arrival departure record (both sides);
 - For all applicants residing in the United States at the time of application in either F, M, or J non-immigrant classification: written confirmation of non-immigrant status at

previous school attended before transferring to South University;

- **Proof of Health Insurance.** Students who do not possess health insurance upon applying to South University must be prepared to purchase health insurance through an approved provider upon commencement of studies.

If an international student is transferring from a college or university in the United States, the International Student Transfer Clearance Form is also required.

All documentation must be submitted to South University's registration office 30 days prior to a term's registration date for acceptance for that term. The University reserves the right to update these admissions requirements; subject to current federal regulations concerning the enrollment of nonimmigrant alien students.

South University is authorized under federal law to admit non-immigrant alien students.

Health Requirements

A recent medical history and physical examination must be on file at South University School of Health Professions prior to registration for the first quarter.

For health and safety of students, patients, and others with whom the student may come in contact, the South University School of Health Professions has established the following immunization, laboratory measurement, and surveillance requirements:

DISEASES	INITIAL IMMUNIZATION REQUIREMENT	FOLLOWUP & ALTERNATIVES	SURVEILLANCE & EXPOSURE REQUIREMENTS
tetanus, diphtheria (Td)	within past 10 years	vaccination	
measles, mumps, rubella (MMR)	vaccine booster if born after 1957	vaccination series	
polio	documentation of vaccination with appropriate boosters	vaccination series	
hepatitis B	documentation of previous immunization <u>or</u> 3-dose vaccination	serology (Declination forms will be available to students for whom the immunizations are contraindicated.)	follow protocol for hepatitis B exposure
varicella	history of chicken pox <u>or</u> serology	2-dose vaccination for negative serology	
tuberculosis (TB) [§]	documentation of negative PPD within past 3 months <u>or</u> PPD skin test at matriculation	positive PPD requires CXR every 6 months	PPD every 12 months while PPD-negative; CXR every year if PPD-positive; follow protocol for MDR TB exposure

[§] Previous BCG administration does not exempt PPD testing.

Insurance Requirements

Students in the Anesthesiologist Assistant Program in the South University School of Health Professions are required to have continuous health insurance coverage in force for the duration of their enrollment. Students must make sure that their plan covers treatment and monitoring for needle stick injuries regardless of the clinical site where they may be rotating. For example, a student from Michigan who is part of parental family coverage HMO may not be eligible for coverage in Savannah or at other remote sites. For your own personal safety it is imperative that you have an adequate health plan or the resources to pay for necessary medical care in the event of a needle stick or exposure to pathogenic organisms.

Payment for all medical and psychiatric services elective and emergent is the responsibility of the student no matter what the source of an illness or injury may be. The student is responsible for payment of medical services including all laboratory and other diagnostic and therapeutic services rendered as part of a protocol into which a student is entered in the event of exposure to known or suspected pathogenic organisms. Each clinical site has a specific established protocol for exposure that the student must follow.

Applicants with Disabilities

In accordance with policies of South University, the Program does not discriminate against any individual because of disability. Applicants must meet the requirements for technical standards as printed above. Students with disabilities should consult with the Dean of Student Affairs, who coordinates disability services.

APPLICATION PROCESS

The application process is open between July 1st and January 26th for admission to the class entering for summer quarter of the following year. If your application meets minimum requirements, you will be assigned to an interview group based upon when your application was complete. The earlier the application is completed, the earlier interview group to which you will be assigned. Applicants must meet the following deadlines in order to have their application considered for admission:

APPLICATION MUST BE COMPLETED
IN ALL PARTS BY
January 26, 2010
NO EXCEPTIONS

Clerical and informational deficiencies in application will be documented in a communication sent within 10 days of receipt of application. The applicant is solely responsible for completion of his/her application. The program is not responsible for deficiencies due to US mail or failure of third parties to complete an applicant's request for transcripts, scores, letters of reference, et cetera.

The most qualified candidates for admission will be invited for personal interviews. During the interview process, candidates will have the opportunity to meet faculty and practicing AAs, attend a brief orientation to the university and the program, and receive financial aid information. Interviews are by request of the admission committee only.

Eligible applicants will receive a request for an interview from the program via email and USPS mail. All interviews are scheduled at South University in Savannah between November and February. The interview, which is a mandatory part of the application process, are held on Saturdays and typically begin at 8:00 AM and ending by 5:00 PM. The Program provides information about transportation, lodging, and on-campus parking at the time the interview is scheduled. It is important that the program office have an applicant's current, daytime phone number so that he/she can be contacted in a timely manner about any last-minute interview changes.

Please note that for all components of the application, failure to provide complete and accurate information or to knowingly provide false information will result in (a) during the application process immediate withdrawal of the application and denial of admission to an applicant and (b) following admission immediate dismissal of the student from the program.

Completion of Application

Prior to matriculation, each person accepted into the MMSc Program must provide an official transcript showing completion of all required course work AND must submit official verification of receipt of undergraduate degree. Complete transcripts and an official record of undergraduate degree must be on file with the Program before registration will be permitted for the first quarter.

Re-application to the Program

The Program will hold completed applications for one additional application cycle (the following year) in the event that the applicant is denied admission to the program on the first attempt. A request in writing for reactivation of application must be received by the Program Office in order for the application to be reactivated the following year. The applicant must also send a re-application fee of \$50.00. The applicant must furnish two additional references and a short narrative statement describing how the application has been strengthened along with a brief statement concerning activities and employment since the last application. Official transcripts of any course work that was undertaken to strengthen the application must be received at the program office. If the GRE was retaken to strengthen the application, those scores must be forwarded directly to South University (**use GRE code 5157**).

NOTE: All applicants should be aware that admission to the Anesthesiologist Assistant Program is highly selective and competitive due to the limited number of spaces available in the program. This document constitutes an application for admission; it is not an offer of admission or a contract for enrollment. Qualification criteria specified herein are minimum criteria, and no applicants are guaranteed admission to the program, even though they may meet such minimum criteria. South University reserves the right to select for admission those applicants it deems best qualified for admission while, of course, complying with all applicable laws. South University also reserves the right to determine Program size and/or to cancel the program.

All communications should be addressed to:

**South University
Anesthesiologist Assistant Program
Department of Anesthesia Sciences
School of Health Professions
709 Mall Boulevard
Savannah, Georgia 31406**

PHONE (912) 201-8083 FAX (912) 790-4199

Orientation June 11, 2010 Classes begin June 14, 2010