MSU College of Human Medicine Service Learning Requirement

Medical students are required to participate in 40 hours of a structured service learning experience that combines community service with preparation and reflection. It is hoped that students will learn about community concerns in context, and will connect their service with their academic coursework, and their future roles as citizens and professionals. Seifer, SD. “Service-learning: Community-campus partnerships for health professions education.” Academic Medicine, 73(3):273-277(1998)

Name____________________________________________________________
e-mail____________________________________________________________
Phone____________________________________________________________

1. Demonstration of Preparation
   (Organization, Contact Information, Description of Mission/Services)
   a. Communication with Organization/Signature by Email: ____________________________
   b. Project/Activity Description:______________________________________________
   c. Reading(s) and Other Preparation:
   d. Signature of Advisor by Email__________________________________________

Project/Activity Approved by Margo K. Smith ___________________________Date________

2. Project/Activity Evaluation by Organization Date________
   Hours Worked_____ Project/Activity______________________________
   Comments______________________________________________________________

Signed by Organization Representative__________________________________________

Please FAX to Margo Smith at 517.355-0342 or send email sign off to smithmk@msu.edu
3. Reflection/Assessment

Any Products (Health Materials, Health Survey, etc.):
Time on Task:
Reflection/Synthesis, e.g. Journal, Paper, Film, Video, etc.:

Reflection will be written essay (or other product) that communicates the following:
   a. Student’s ability to show understanding of their own assumptions, biases, values, perspectives, and how these may have changed.
   b. Student’s ability to demonstrate an understanding of how social issues relate to medicine/health.
   c. Student’s ability to communicate an approach to reflective practice.
   d. Student’s consciousness of their responsibility to respond to community/national/global needs and issues.

Faculty advisors will evaluate essay or other product using the following grid:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Overall Rating (Pass or No Pass)</th>
<th>Second Review requested</th>
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</thead>
<tbody>
<tr>
<td>Shows understanding of assumptions, etc., and any changes</td>
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<tr>
<td>Shows understanding of social issues and relationship to medicine</td>
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<td>Communicates approach to reflective practice</td>
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<tr>
<td>Communicates consciousness of responsibilities to respond to community/national/global needs</td>
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Faculty with questions as to the acceptability of the essay or other product will ask for second review by course director or other faculty person.

Advisor Comments:

Advisor Approval/Completion of Requirement _____________________________ Date___________________
Send evaluation by faculty advisor to Margo Smith: smithmk@msu.edu ; 121 West Fee Hall.
4. **Final Evaluation by Course Director:**

In order to successfully complete this requirement, students will document evidence of

1. Preparatory activity prior to experience(s) (will be documented before the start of any service learning project).
2. 40 hours of service learning in the community with sign off from organizational contact(s). There may be multiple shorter experiences.
3. Personal reflection given overall acceptable rating by faculty advisor and/or second evaluator.

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<thead>
<tr>
<th></th>
<th>Pass</th>
<th>No Pass</th>
<th>Second Review requested</th>
<th>Final determination</th>
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<tbody>
<tr>
<td>Preparation and sign off</td>
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<tr>
<td>40 hours of service provided</td>
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<tr>
<td>Reflection (essay or other)</td>
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Any 1 portion not completed satisfactorily will result in a CP and require remediation of that portion determined by course director
Any 2 portions not completed will result in an N and require remediation determined by course director.

**Resources:**

Five web-based modules in the MSU “Tool of Engagement” will help prepare students and faculty advisors for learning and thinking about service-learning and community engagement.


Each module contains reflection questions. These modules can be done individually, collectively, in sequence, or out of sequence. Students should review modules 1, 2, and 3 prior to or very early in the engagement, and look at module 4 and 5 mid-way

For service-learning opportunities, see [www.servicelearning.msu.edu/](http://www.servicelearning.msu.edu/)

10/22/09