

CAMPUS RESOURCES

Bookstore

Matthews Bookstore features a selection of reference books, scrubs, school supplies, medical instruments, lab coats in a variety of styles, and Des Moines University apparel and gifts.

All Des Moines University course materials are readily available. As the members of the faculty submit their lists of required and recommended texts and supplies, the items are ordered by the bookstore staff so that they will be in stock when courses begin.

The store also features a Used Book Wall. This is an excellent source of supplemental material to required course books. The used books have been placed on the wall by students and are sold on a consignment basis. Additional information is available on the store's website (<http://www.dmubooks.com>).

Cafeteria

Summerfield's, the on-campus cafeteria, provides a morning coffee bar and lunch service. A self-service check out option is available outside of those hours. The cafeteria is located on the lower level of the Student Education Center.

Center for Educational Enhancement (CEE)

Mission Statement: To support excellence within Des Moines University's academic community through innovation and collaboration which enhances instruction, student learning, and assessment.

CEE offers DMU students a broad range of services and programs designed to help them achieve their academic goals. These services include coordinating peer tutoring and one-on-one sessions relating to board preparation, study skills, time management, test-taking, and accommodations. Students are also offered group learning opportunities and presentations and workshops relating to learning or study approaches. Students interested in developing their abilities to teach may participate in CEE courses (Practical Foundations for Medical Education – CEE 2078A, and Applications of Practical Foundations for Medical Education – CEE 2078B).

Students may e-mail CEE@dmu.edu, call 515-271-1516, or drop in to schedule an appointment. CEE works with faculty and staff on a variety of topics related to teaching, learning, and assessment. These opportunities include one-on-one consulting (instructional coaching, assignment revision, lesson redesign, educational research), small group sessions (professional learning communities (PLCs), workshops), and large group presentations.

Additional information is available on the Center's website (<https://www.dmu.edu/cee>).

Reasonable Accommodations

Des Moines University welcome qualified students with disabilities who meet the technical standards of the program, with or without reasonable accommodations. Student with a disability who may require accommodations during their educational career at DMU will be asked to identify the reasonable accommodations they require when acknowledging the ability to meet technical standards. The student is responsible for requesting reasonable accommodations through the

Accommodations and Educational Support Specialist in the Center for Educational Enhancement in person, by phone (515.271.4452) or by email (accommodations@dmu.edu). The Accommodation and Educational Support Specialist in the Center for Educational Enhancement reviews all requests for accommodations through an individualized interactive process.

Process for Assessing Compliance with the Technical Standards

Candidates, who accept an offer to matriculate, must attest they meet the applicable technical standards with or without reasonable accommodation, and annually confirm they continue to meet these standards. Fulfillment of the technical standards for graduation does not guarantee that a graduate will be able to fulfill the technical requirements of any special residency program.

Clubs and Organizations

Clubs, local chapters of national groups, honorary societies and other organizations offer students a chance to get involved. Student participants engage to meet peers, learn more about a professional organization, voice an opinion or volunteer in the community. Student clubs and organizations offer the ability to attend national conventions, advocate for a cause and more. All clubs and organizations are free to join although some may have a mandatory national or chapter fee. Most clubs and organizations welcome students from all programs however some are program specific. All clubs and organizations have students in a leadership role with a designated faculty advisor as support. The Office of Student Affairs provides annual training to ensure policies and procedures that govern clubs and organizations are understood and consistently applied.

Continuing Medical Education (CME)

DMU CME offers a variety of educational offerings, including but not limited to: department-specific and specialty-specific conferences, on-site and/or on-line, single or multi-topic seminars and workshops, standardized performance assessment lab, simulation lab, case presentations, regularly scheduled series, tumor boards, journal clubs, and enduring materials.

The educational offerings advance the prevention, diagnosis, and treatment of disease. Included among the educational offerings are updates in clinical medicine and basic science research, review of current or best practice recommendations for clinical care, learning modules in quality improvement, procedural and communication skills, development exercises, and professional development in academics, leadership and patient safety. Additional information is available on the website (<https://cme.dmu.edu>).

Diversity and Multicultural Affairs

The University is committed to fostering a community and campus climate that values and actively supports inclusiveness and diversity. The office of Diversity and Multicultural Affairs promotes supplemental programming designed to increase understanding and appreciation of diverse cultures, attempting to reduce prejudice, educate, and promote social justice.

DMU students have many opportunities and experiences to gain skill sets that will enhance and contribute to their personal and professional development. Part of that development is to learn and acquire cultural competency skills. It is important to recognize that becoming culturally competent is an ongoing process. Students are challenged to examine

their own cultural biases and stereotypes throughout their educational journey. The end result will equip and empower students to be a part of a global health care system that responds appropriately to and is inclusive in delivering positive health outcomes for a diverse and inclusive society.

Additional information is available on the office's website (<https://www.dmu.edu/diversity>).

Faculty Advisor

All students are assigned a faculty advisor who provides assistance, advice and counsel, as needed, and who serves as a liaison between the student and the academic and administrative communities. Based upon students' needs and requests, faculty advisors are available to monitor academic achievement and provide guidance and assistance in meeting academic requirements; serve as a mentor to the student; provide referral information to other student support/departments as necessary; and inform appropriate departments of student concerns.

ITS Resources

Information Technology Services (ITS) maintains computer accounts for all enrolled students. All clinical students are assigned a laptop to use while they are enrolled full-time. The account allows access to the assigned laptop computers (as applicable), Pulse, their university e-mail account and Desire2Learn (D2L).

The ITS Help Desk serves as a "one-stop" center for resolving campus technology problems and also as a call-center for other technology resources on campus. All requests for IT support services are logged through the Help Desk. ITS Help Desk has both on-campus support and 24/7 phone support.

Pulse contains general university and program specific announcements, links to valuable Library Resources, schedule information, and additional links useful to students' education at DMU.

Each student is assigned an e-mail account. This account is accessible through their DMU computer (as applicable), Outlook, Pulse, and web-based mail. Microsoft Outlook email app may also be installed on personal mobile devices with DMU credentials. The University-assigned e-mail address will be used by departments and programs as the official communication link with students. The University does not maintain a list of alternate addresses and does not support forwarding of e-mail to other accounts.

D2L is the learning management system to which instructors post supplemental course information, quizzes, grades and other helpful course information. D2L is generally available for student and instructor access 24 hours a day/7days a week.

Library

The Library provides a wide variety of resources, including books, e-books, and thousands of online journals. Students may also access a significant number of research databases, including PubMed, Scopus, UptoDate, ProQuest Public Health, Business Source Complete, Clinical Key, Anatomy.TV, and Visual DX. To help students prepare for their board exams, the Library provides books and online test banks of questions that mimic those that they will see in the COMLEX, USMLE, and PANCE exams. Additional information on library resources and services is available on the Library's website (<https://lib.dmu.edu/home>) and via the Library's Lib Guides pages (<https://lib.dmu.edu/?b=g&d=a>).

Student Assistance Program

All enrolled DMU students have access to the Aetna Student Assistance Program (SAP). The SAP offers three (3) free annual face-to-face visits with an off-campus, licensed counselor within the nationwide Aetna provider network. Services are available 24 hours a day, 7 days a week and are accessible by **Phone:** 877-351-7889, **Email:** asksap@aetna.com, or **Online:** www.aetnasap.com (<http://www.aetnasap.com>) (*enter school ID "DMUSAP"*). In addition to serving as an emergency resource, the SAP is a valuable option for mental health services for those students living outside the state of Iowa (e.g., on-line or distance students, students who are out of state for clinical rotations or internships).

Student Counseling Center

The Student Counseling Center (SCC) provides counseling and mental health services to enrolled students for a wide variety of concerns, including (but not limited to) stress management, adjustment, anxiety, depression, and grief/loss. Partners of students may also participate in joint relationship counseling sessions. Psychiatric services are available through a contract with Broadlawns Medical Center. The SCC also provides psychoeducational workshops and hosts campus events on topics such as stress management, healthy relationships, and preventing burnout. All SCC services are free and confidential, and the SCC's records are not a part of any academic or university records. Additional information regarding the SCC's services is available on their website (<https://www.dmu.edu/student-services/student-counseling-center>) and Pulse page.

Student Government

The Student Government Association (SGA) is the official governmental body for students enrolled in each College. The University has three SGA organizations reflecting the three distinct colleges. Upon admission, students in programs with full-time tuition (rather than hourly) are automatically members of the SGA, which is governed by elected representatives. The purpose of the SGAs, as defined in each organization's respective by-laws, is to provide students with a forum to express ideas concerning the academic, social and service aspects of the college. Each SGA is allocated money for their budget and decisions regarding the utilization of these funds are based on the vote or decision-making authority of the governing body.

Student Handbook

The Student Handbook is issued as a web-based publication to serve as a guide for enrolled students. It contains links to general information, policies and procedures to ensure that students understand and are meeting expectations for graduation and successful careers in health care. Specific information for courses/systems is available in each course syllabus.

The policies and procedures are defined to ensure that students succeed academically and attain the professional standards necessary to practice as a health care professional. Therefore, students are responsible for becoming familiar with the contents of the handbook and for abiding by the Student Code of Conduct and all other policies and procedures.

During the registration process, students sign a statement that they understand and agree to uphold all University and program regulations as stated in the handbook.

Student Health Insurance

DMU requires that students in all on-campus programs (DO, DPM, DPT, PA, MSA and MSBS) provide proof of health insurance coverage.

This requirement ensures that DMU students are compliant with hospital/clinic affiliation agreements specifying that students have comprehensive health insurance coverage.

To meet this requirement, students must verify coverage through the following:

- A plan coordinated through DMU.
- Parents or spouse/partner group plan.
- A national government plan, including Iowa Medicaid as long as the student lives in Iowa for rotations.
- Out-of-state Medicaid as long as the student lives in that state the entire year of rotations.
- Tricare (Military)
- An individual plan that meets the hard waiver criteria.

Student Health Services

Students have access to primary care through appointments in Family Medicine/Student Health anytime during regular clinic hours. Annual TB skin testing and flu immunization are available to students through Family Medicine/Student Health to students at no charge. All other available services will be billed to the student's insurance plan.

Wellness Center

DMU's state-of-the-art 25,000 square foot Wellness Center, located in the Student Education Center, is open daily and provides extensive opportunities that are free to the campus population. Wellness opportunities offered to all students, at any fitness level, include classes to promote weight management; fitness classes; body composition testing; individualized exercise programs; health coaching consultations; individual Personal Wellness Profile (PWP) – an assessment tool that identifies personal health risks and provides strategies for reaching health and fitness goals; chair massages for a nominal fee; and much more! Additional information is available on the center's website (<https://www.dmu.edu/wellness-center>).