Clinical and Diagnostic Sciences
Biomedical Sciences Program
2016-2017

STUDENT HANDBOOK
# Table of Contents

## Introduction
- Dean’s Welcome Message ........................................................................................................... 4
- Overview of the School of Health Professions ............................................................................... 5
  - Office of Student Recruitment, Engagement and Success .......................................................... 6
  - School of Health Professions Organizational Chart - 2016-2017 ........................................... 7

## Section 1 – School and University Information
- Academic Calendar ......................................................................................................................... 8
- Academic Honor Code (UAB) ......................................................................................................... 8
- AskIT ............................................................................................................................................... 8
- Awards and Honor Societies ......................................................................................................... 10
- Background Check ......................................................................................................................... 10
- BlazerID / BlazerNET / Email ........................................................................................................ 11
- Blazer Express ................................................................................................................................ 11
- Bookstores ..................................................................................................................................... 11
- Campus OneCard ............................................................................................................................. 11
- Campus Map ....................................................................................................................................... 12
- Canvas Learning Management System .......................................................................................... 12
- Counseling Services ....................................................................................................................... 12
- Directions Student Handbook ........................................................................................................ 12
- Disability Support Services ............................................................................................................ 12
- Drug Screening ............................................................................................................................... 12
- Emergencies .................................................................................................................................... 13
- Diversity, Equity and Inclusion ...................................................................................................... 13
- FERPA ............................................................................................................................................. 13
- Financial Aid ................................................................................................................................... 13
- Food Services ................................................................................................................................. 14
- Graduate School ............................................................................................................................. 14
- Graduation ....................................................................................................................................... 14
- Student Health Services and Medical Clearance ......................................................................... 14
- HIPAA Training .............................................................................................................................. 15
- Institutional Review Board for Human Use (IRB) ...................................................................... 15
- Intellectual Property ...................................................................................................................... 15
- Lactation Centers ............................................................................................................................ 15
- Libraries and Learning Resource Center ..................................................................................... 15
- OneStop Student Services ............................................................................................................. 16
- Parking ............................................................................................................................................ 16
- Patient Care Partnership ............................................................................................................... 17
- Plagiarism and TurnItIn .................................................................................................................. 17
- Recreation Center ......................................................................................................................... 17

Student Handbook 2016
INTRODUCTION

DEAN’S WELCOME MESSAGE

Welcome to the University of Alabama at Birmingham School of Health Professions (SHP), one of the nation’s leaders in the health care industry.

We are home to one of the largest health professions schools in the nation with more than 20 programs at the baccalaureate, master’s, and doctoral levels with nearly 2,000 undergraduate and graduate students enrolled. The School of Health Professions is part of UAB’s thriving academic health center. As one of our students, you will have the opportunity to work side-by-side with world-renowned researchers and faculty, utilize advanced technologies and experience cutting-edge approaches to clinical treatment.

We understand that health care needs are constantly changing. That is why we continue to add innovative programs such as Biotechnology, Genetic Counseling, our one-of-a-kind Low Vision Rehabilitation graduate certificate, Healthcare Quality and Safety, a Ph.D. in Rehabilitation Science, and a Master’s in Biomedical and Health Sciences which can be completed within eleven months. We offer Health Physics, our newest program. We offer all of these in addition to our many other well-established programs.

Our degrees and programs are fully accredited by their respective professional organizations. This means you will be eligible for licensure, national certification or registration, and enjoy being in high demand within the job market. Our first-time student exam pass rate on credentialing exams is an astounding 98 percent.

Several of our programs preside among the nation’s top 25 of the U.S. News and World Report including our bachelor’s degree in Health Care Management- ranked at number two, our master’s in Health Administration- ranked at number two, entry level Physical Therapy- ranked at number 19, Physician Assistant program- ranked at number 16 and Occupational Therapy- ranked at number 85. We continue to be rated at the top of the list in research funding from the National Institutes of Health, and SHP is the only school in the country to house both an NIH-funded Nutrition and Obesity Research Center and an NIH Diabetes Research and Training Center.

Graduating from SHP means you will have acquired an esteemed degree, enjoy choosing among a host of job options in health care, an industry that continues to grow rapidly, and be well-prepared to make a difference in your field.

Our alumni give advice to current students that is worth repeating: be a sponge, learn your craft, be a better professional for your patients, be open minded to future possibilities, and remember to have a healthy work/life balance. I look forward to seeing you grow in your respective field and watch as you become the professional we know you can be.

Harold P. Jones, PhD
Dean, UAB School of Health Professions
OVERVIEW OF THE SCHOOL OF HEALTH PROFESSIONS

A leader in federally funded research, the UAB School of Health Professions (SHP), is the largest academic institution of its type in the United States and currently boasts several nationally ranked programs. What began in the 1950’s as a collection of courses in various para-professional disciplines has grown into an internationally recognized center of academic excellence.

The SHP initially took shape in 1969 as UAB gained autonomy within the University of Alabama System. Originally christened the School of Community and Allied Health Resources (SCAHR), the school incorporated the School of Health Services Administration and the Division of Allied Health Sciences from the College of General Studies with parts of the Department of Public Health and Epidemiology from the medical school. An innovative facility designed to meet the growing needs of the health care industry, the SCAHR was divided into four academic divisions that functioned like regular academic departments: Health Services Administration, Public Health and Environment, Allied Health Sciences, and the Regional Technical Institute for Health Occupations.

Throughout the 1970’s and 80’s the school’s offerings were amended to reflect the changing health care industry. As a result of those changes, SCAHR became SPAH (the School of Public and Allied Health), before becoming SCAH (the School of Community and Allied Health), and then SHRP (the School of Health Related Professions). During that time, the school added several new areas of study including the consistently nationally ranked Nutrition Sciences program.

In 2001, Dr. Harold Jones was recruited to become the school’s dean. Through his visionary leadership and guidance the school has experienced a period of unparalleled success beginning with the SHRP’s reorganization and relocation. Up that point in time, the SHRP’s programs had been housed in various locations throughout the UAB campus but during the spring of 2002, many of the classrooms, laboratories and faculty offices moved into the newly completed School of Health Professions Building (SHPB), the first such building dedicated to housing those programs since their original grouping more than 30 years before.

Today the school is known as the School of Health Professions, and is comprised of more than 25 programs – at the baccalaureate, master’s and doctoral levels – across five academic departments: Clinical and Diagnostic Sciences, Health Services Administration, Nutrition Sciences, Occupational Therapy, and Physical Therapy. The school is housed in three buildings, the Susan Mott Webb Nutrition Sciences Building, the Learning Resource Center Building, and the SHPB.

With more than 2,100 faculty, staff and students, the SHP is one of the six schools comprising the world-renowned UAB Academic Health Center. Students are exposed to vast resources, state-of-the-art facilities, and progressive research during their academic and clinical education at UAB.

SHP is proud of many accomplishments including:
- *U.S. News & World Report* ranks several SHP programs in the nation’s top 25
- Research funding is rapidly approaching the $12 million level
- The school is at the top of the list in research funding from the National Institutes of Health for schools of its type and has been either first or second in funding received since 1969
- All of the school’s programs with professional accrediting agencies are fully accredited by those associations
The SHP Office of Student Recruitment, Engagement and Success (OSRES) supports UAB’s mission and values with a focus on achievement, collaboration and diversity and furthers the School of Health Professions’ mission to be a leader who is shaping the future of healthcare. OSRES’s mission is to recruit the best and brightest to SHP; develop students to impact the campus and communities; and graduate tomorrow’s healthcare leaders. Guided by this commitment OSRES provides support to all students through a number of programs including:

- Academic coaching
- Peer tutoring and Supplemental Instruction
- Career skills training
- Campus resource referral

The OSRES also coordinates the School of Health Professions Student Affairs Committee (SAC.) SAC is responsible for student activities, services, programs, organizations, policies and procedures consistent with the university’s non-academic conduct policies. Subcommittees of SAC include the following:

- Homecoming
- Orientation
- Student Activities
- Non-Academic Conduct Grievances

We understand that undergraduate and graduate studies can be challenging. Therefore, we provide students with a network of services specifically designed to address those challenges and explore the opportunities afforded by attending an internationally renowned research university. We have created a series of seminars to assist students with the following skill areas:

- Test taking strategies
- Time management
- Résumé preparation
- Interview skills and techniques
- Professionalism in health care

Additionally, the OSRES team recognizes that with classes and labs, internships, and studying, students in the health professions have particularly demanding schedules. In response, we bring resources to you and serve as liaison between us and campus student service areas. One of these programs is the OSRES Brown Bag Lunch Seminar Series. Each semester, campus representatives are available to provide information and answer questions.

The team at OSRES is here to support students and student groups. We have an open-door policy and encourage students to connect. Students should feel free to drop-by, no appointment needed –call 205-934-4194, email shp@uab.edu, or schedule a meeting. We are here to help students make the most of their UAB experience.
SECTION 1 – SCHOOL AND UNIVERSITY INFORMATION

ACADEMIC CALENDAR
All dates related to registration, payments of tuition and fees, drop/add dates, other administrative requirements, and official school holidays are recorded on the UAB Academic Calendar available at www.uab.edu/academiccalendar.

ACADEMIC HONOR CODE (UAB)
The University expects the highest ethical and professional behaviors from the academic community. The code, including penalties for violations, is published on the UAB website at http://www.uab.edu/graduate/area-3/online-orientation/227-the-uab-academic-honor-code.

The UAB Academic Honor Code

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. Academic misconduct undermines the purpose of education. Such behavior is a serious violation of the trust that must exist among faculty and students for a university to nurture intellectual growth and development. Academic misconduct can generally be defined as all acts of dishonesty in an academic or related matter. Academic dishonesty includes, but is not limited to, the following categories of behavior:

ABETTING is helping another student commit an act of academic dishonesty. Allowing someone to copy your quiz answers or use your work as their own are examples of abetting.

CHEATING is the unauthorized use or attempted use of unauthorized materials, information, study aids, the work of others, or computer-related information.

PLAGIARISM means claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, the use of commercially available scholarly papers, failure to cite sources, or copying another person’s ideas.

FABRICATION means presenting falsified data, citations, or quotations as genuine.

MISREPRESENTATION is falsification, alteration, or the misstatement of the contents of documents, academic work, or other materials related to academic matters, including work substantially done for one class as work done for another without receiving prior approval from the instructor.

Violations of the UAB Academic Honor Code are punishable by a range of penalties, from receiving a failing grade on an assignment, to an F in the course, to dismissal. Any course grade of F for academic misconduct supersedes any other grade or notation for that class. Withdrawal from a course while a possible violation of the Academic Honor Code is under review will not preclude the assignment of a course grade that appropriately reflects the student’s performance prior to withdrawal if the violation is substantiated.

AskIT
AskIT is the technology help desk for faculty, staff, and students. AskIT staff provides free support via telephone, email, or in-person. AskIT is physically located in the Center for Teaching and Learning in the Education Building, room 238. You can make contact through the website at https://ask.it.uab.edu/ or...
by telephone at 205-996-5555. Questions or problems can also be submitted by email to ASKIT@uab.edu. You will be asked to supply your BlazerID when you request assistance.

Attendance

Class attendance is expected in all SHP programs. Specific program requirements for class, laboratory, and clinical site attendance may be more stringent than those established by the University. Please refer to the program requirements elsewhere in this handbook and in individual course syllabi for program attendance policies. The UAB policy for undergraduates follows. Please note the categories of excused absences; they typically apply to both undergraduates and graduates.

<table>
<thead>
<tr>
<th>UAB Attendance and Excused Absence Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The University of Alabama at Birmingham recognizes that the academic success of individual students is related to their class attendance and participation. Each course instructor is responsible for establishing policies concerning class attendance and make-up opportunities. Any such policies, including points for attendance and/or participation, penalties for absences, limits on excused absences, total allowable absences, etc., must be specified in the course syllabus provided to students at the beginning of the course term. Such policies are subject to departmental oversight and may not, by their specific prescriptions, negate or circumvent the accommodations provided below for excused absences.</td>
</tr>
<tr>
<td>The University regards certain absences as excused and in those instances requires that instructors provide an accommodation for the student who misses assignments, presentations, examinations, or other academic work of a substantive nature by virtue of these excused absences. Examples include the following:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>• Absences due to jury or military duty provided that official documentation has been provided to the instructor in a timely manner in advance.</td>
</tr>
<tr>
<td>• Absences of students registered with Disabilities Services for disabilities eligible for &quot;a reasonable number of disability-related absences&quot; provided students give their instructors notice of a disability-related absence in advance or as soon as possible.</td>
</tr>
<tr>
<td>• Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>o Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>o If a change in the schedule occurs, students are responsible for providing their instructors with advance written notification from the sponsoring unit or department.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>o Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students. In these instances, instructors must devise a system for reasonable accommodation including, for example, policies allowing for dropped exams/quizzes, make-up exams, rescheduling of student classroom presentations or early or later submission of written assignments.</td>
</tr>
</tbody>
</table>
AWARDS AND HONOR SOCIETIES
All students in the School of Health Professions are eligible for consideration for following awards or society memberships.

*Alfred W. Sangster Award for Outstanding International Student* – This award is presented annually to an international student in recognition of his or her academic and non-academic achievements.

*Alpha Eta Society* – The UAB Chapter of this Society recognizes students registered in the final term of a baccalaureate or graduate health professions program. Inductees must have a cumulative grade point average of 3.0 (4.0 = A), and be in the upper 10% of their program. Nominations are made by program directors in spring and summer terms.

*Cecile Clardy Satterfield Award for Humanism in Health Care* – This award is made annually to recognize one outstanding student for humanitarianism, professionalism, and commitment to health care. Nominations are coordinated by program directors, but may also be made by faculty, students, patients, or preceptors.

*Charles Brooks Award for Creativity* – This award is made annually in recognition of creative accomplishments such as written publications or artistic contributions which complemented the student’s academic activities. Nominations are made by program directors.

*Dean’s Leadership and Service Award* – Presented to a maximum of three outstanding SHP students annually, this award recognizes leadership to the School, UAB, and the community. Nominations are made by program directors or faculty.

*Phi Kappa Phi* – This is the oldest, and most selective, all-discipline honor society in the nation. Membership is by invitation to the top 7.5% of junior students and the top 10% of seniors and graduate students. Nominations are made by program directors.

*Who’s Who Among Students in American Colleges and Universities* – Membership in this national organization is open to outstanding college juniors, seniors, and graduate students. Criteria include scholarship, leadership, and service to the School and community. Applications should be submitted in spring term to the Office of Student Recruitment, Engagement and Success.

Please refer to the program section of this handbook for awards and honors available to students in individual programs.

BACKGROUND CHECK
By policy, SHP students are required to undergo a background check using the school’s approved vendor, CastleBranch, at the time of program admission, and again prior to placement in a clinical rotation. Instructions for requesting the background check and appropriate consent forms will be provided to students by their programs. Please refer to the policy section of this handbook for the policy statement.
**BlazerID / BlazerNET / Email**

All students are assigned a unique identification, their BlazerID, which is established by the student at www.uab.edu/blazerid. BlazerNET is the official portal to the UAB information networks. The portal can be accessed from any Internet-accessible computer, on- or off-campus from the UAB home page www.uab.edu. To activate blazerid, select “Activate Accounts.” Your BlazerID is required to access BlazerNET and other campus information resources, such as your UAB email account. Your UAB email is the official communication medium and should be monitored routinely. UAB student email is provided through Microsoft Office 365, a cloud based email and file storage system. Students have 50 GB of email space and 25 GB of free file 1 TB storage.

**Blazer Express**

The UAB Blazer Express Transit System is a bus service operating under the Business & Auxiliary Services Department. The service provides transportation throughout the University campus. With a valid UAB ID badge, students, employees, and authorized visitors can enjoy fare-free bus transportation along 6 designated routes. All buses are ADA-accessible and can seat approximately 35 riders. For an updated schedule, route maps, and hours of operation please go to http://www.uab.edu/blazerexpress/.

**Bookstores**

Two bookstores are located on the UAB campus, both offering a wide variety of products and services to students, including online purchasing and shipping. Both bookstores stock UAB memorabilia and college wear in addition to all required textbooks and course material.

*UAB Barnes and Noble Bookstore*

Location: 1400 University Blvd, 35233  
Hours: M – F 9:00 a.m. – 5:00 pm.; Sat 7:00 a.m. – 6:30 p.m.; Sun – Closed  
Telephone: (205) 996-2665  
Email: Through website contact page.  
Website: [http://uab.bncollege.com](http://uab.bncollege.com)

*Snoozy’s Bookstore*

Location: 1321 10th Avenue South  
Hours: M – F 7:45 a.m. – 6:00 p.m.; Sat 10:00 a.m. – 2:00 p.m.; Sun - Closed  
Telephone: (205) 328-2665  
Fax: (205) 933-2229  
Email: info@snoozysbookstore.com  
Website: [www.snoozysbookstore.com](http://www.snoozysbookstore.com)

**Campus OneCard**

The UAB OneCard is the official university identification card. It is used for personal identification, for entry to campus events and the recreation center, for library check-out, and other UAB services. It also serves as a declining balance card for the UAB meal plans and for Blazer Bucks accounts. Additional information is available at [www.uab.edu/onecard](http://www.uab.edu/onecard).
**CAMPUS MAP**
UAB’s campus map can be found at the following:  
[http://www.uab.edu/map/](http://www.uab.edu/map/)

**CANVAS LEARNING MANAGEMENT SYSTEM**
The Canvas Learning Management System is the platform used for managing instructional materials online. Canvas course sites can be accessed through BlazerNET or at [http://www.uab.edu/online/canvas](http://www.uab.edu/online/canvas). Students should monitor their course sites routinely for communications from faculty and to manage course assignments.

**COUNSELING SERVICES**
The Counseling and Wellness Center offers no cost, confidential counseling for UAB students related to physical, emotional, social, intellectual, or spiritual concerns. The Center is located in Student Health and Wellness Center at 1714 9th Ave. S. For more information, call 205-934-5816 or visit:  
[http://www.uab.edu/studenthealth/counseling](http://www.uab.edu/studenthealth/counseling)

**DIRECTIONS STUDENT HANDBOOK**
The UAB student handbook, *Directions*, may be accessed online at [http://www.uab.edu/handbook/](http://www.uab.edu/handbook/). The Graduate School has an additional handbook available at:  

**DISABILITY SUPPORT SERVICES**
The purpose of these services is to make UAB’s programs and services accessible to students with disabilities. Students must be registered with DSS and be assessed for type of disability and need for accommodations. It is best to register with DSS upon application to UAB. A request for assessment and accommodations can be made at any time, but accommodations are not granted retroactively. For more information about DSS, contact the office directly or visit their website.

**Disability Support Services**  
(205) 934-4205 (Voice) (205) 934-4248 (TDD)  
Fax: (205) 934-8170 Email: dss@uab.edu  
Website: [http://www.uab.edu/dss](http://www.uab.edu/dss)

**DRUG SCREENING**
By policy, SHP students are required to undergo a routine drug screen using the school’s approved vendor, CastleBranch, at the time of program admission and again prior to placement in a clinical rotation. Instructions for requesting the drug screen and appropriate consent forms will be provided to students by their programs. Please refer to the policy section of this handbook for the school and university policy statements related to drug use and substance abuse.  
[www.castlebranch.com](http://www.castlebranch.com)
**EMERGENCIES**

Any suspicious or threatening activity should be reported to the UAB Police Department immediately. In addition to calling via a regular telephone, more than 300 emergency blue light telephones connected directly to the police dispatcher are located throughout the campus. Police are staffed 24 hours, seven days a week.

UAB Police Numbers: 911 from a campus phone; 934-3535; 934-HELP (4357); 934-4434.

Emergency situations affecting the campus are communicated to students in several ways:
- Webpage: [www.uab.edu/emergency](http://www.uab.edu/emergency)
- University home web page: [www.uab.edu](http://www.uab.edu)
- Cell phone messages and SMS text – register to receive these notices with the UAB Emergency Notification System (B-ALERT) via [www.uab.edu/balert](http://www.uab.edu/balert); text short code will be 23177 or 63079; cell phone calls will come from (205) 975-8000. Store these numbers and codes in your cell as B-ALERT.
- Mass emails – uses the official xxx@uab.edu email system
- Announcements on the BlazerNET portal
- Facebook and Twitter – B-Alert integrates with these media at [www.facebook.com/UABALERT](http://www.facebook.com/UABALERT) and @UABALERT: [www.twitter.com/uabalert](http://www.twitter.com/uabalert)
- Weather and Emergency Hotline: (205) 934-2165

**DIVERSITY, EQUITY AND INCLUSION**

The mission of the UAB Office of Diversity, Equity and Inclusion is to “increase, retain and enhance faculty, student, and staff diversity at all levels of the University and to ensure equity.” UAB defines diversity as “the full range of human difference and potential...” This administrative office supports faculty recruitment, provides scholarships for graduate and undergraduate students, and promotes programs to enhance the campus diversity experience. The office provides a diversity awareness training program for employees. A key component of this Office is the Commission on the Status of Women, which is charged with assuring the best possible conditions for women who work and study at UAB. Additional information is available at [http://www.uab.edu/equitydiversity/](http://www.uab.edu/equitydiversity/). Dr. Paulette Patterson Dilworth is the Vice President responsible for the activities of this Office.

**FERPA**

The Family Educational Rights and Privacy Act of 1974 provides protection for all educational records related to students enrolled in an educational program. Information about your rights and protection of your records is available at the following sites: [https://sa.uab.edu/enrollmentservices/ferpa/](https://sa.uab.edu/enrollmentservices/ferpa/); [https://sa.uab.edu/enrollmentservices/ferpa/FERPA_students.asp](https://sa.uab.edu/enrollmentservices/ferpa/FERPA_students.asp). If you have questions or concerns about FERPA issues, you may email FERPA@uab.edu, or contact the SHP Office of Student Recruitment, Engagement and Success.

**FINANCIAL AID**

Located at 1700 University Blvd., Lister Hill Library, Room G20. Hours of Operation are from 8:00 am to 5:00 pm Monday thru Friday. Phone: (205) 934-8223; Fax: (205) 975-6168. Additional information can be located on the website [http://www.uab.edu/students/paying-for-UAB](http://www.uab.edu/students/paying-for-UAB).
FOOD SERVICES
UAB offers seven meal plans for students that are billed to the student’s account. All students, even commuters, are required to purchase a meal plan. Up to 25% of dining fees not used by the end of the school year are converted to Blazer Bucks, which can be used to shop at campus bookstores, local restaurants, and the campus CVS. Several dining facilities that accept the meal plans are available on campus. Those closest to the SHP buildings include:

- Commons on the Green – located on the Campus Green, just south of 9th Avenue and the Campus Recreation Center.
- Einstein’s Bagels – located at the plaza entrance to the Learning Resource Center. Hours vary per semester.
- Sandella’s—NEW to Lister Hill. Open Monday-Friday.

There are soda and snack vending machines available in the basement of the Learning Resource Center and on the 6th floor of the Webb Building. Additional information about meal plans and campus dining facilities is available at www.uab.edu/dining.

GRADUATE SCHOOL
The UAB Graduate School offers doctoral programs in 40 areas, eight post-master’s specialist programs, and master’s level programs in 51 areas. Most graduate programs in SHP are coordinated through the Graduate School and students must adhere to the Graduate School policies and procedures. Graduate School information for current students is available at http://www.uab.edu/graduate/.

GRADUATION
UAB offers two commencement ceremonies, one in the fall and one in the spring. All students must complete an application for degree six months prior to graduating. For more information and important deadlines please go to http://www.uab.edu/commencement/degree-applications. SHP also offers its own graduation ceremonies for fall and spring.

STUDENT HEALTH SERVICES AND MEDICAL CLEARANCE
The University provides prevention, counseling, and treatment services to students through the UAB Student Health and Wellness located at 1714 9th Avenue South. The clinic is open from 8:00 a.m. – 5:00 p.m. Monday – Friday, but is closed between noon and 1:00 p.m. daily. Detailed information about services and operating practices is located on the SHS website at www.uab.edu/studenthealth. Appointments may be scheduled by calling 205-934-3581.

SHP students are required to receive medical clearance at the time of program admission. A secure web-based process using BlazerNET, UAB Student Health Services and Castlebranch, an external vendor, is used to document medical information and immunization records. Each student will have a personal account with Castlebranch for storage of required documents. More information is available at the Student Health and Wellness website http://www.uab.edu/studenthealth/medical-clearance.
HIPAA TRAINING
The Health Insurance Portability and Accountability Act includes significant requirements for protecting individual privacy of health information. All students in the School of Health Professions must complete an online tutorial and be tested on HIPAA regulations at the time of program admission. A BlazerID is required to access the training site, located at www.uab.edu/learningsystem. Compliance with the training requirement is monitored monthly. Students who have not completed the training are reported by name to the Office of Student Recruitment, Engagement, and Success for follow-up with the appropriate program director.

INSTITUTIONAL REVIEW BOARD FOR HUMAN USE (IRB)
Student researchers must comply with all requirements for protection of human subjects. Detailed information is available on the IRB website www.uab.edu/irb, including resources and services specifically for students. The brochure “IRB Guidance for Student Research and Class Projects” may be downloaded from this site as a PDF document.

INTELLECTUAL PROPERTY
Intellectual property refers to an asset that originated conceptually, such as literary and artistic works, inventions, or other creative works. These assets should be protected and used only as the creator intends. Training materials defining inventor status, patent criteria, and other intellectual property issues is available at http://www.uab.edu/research/administration/offices/OSP/Pages/Training.aspx.

LACTATION CENTERS
Through the work of the UAB Commission on the Status of Women, the University has provided several lactation centers for students, faculty, and staff across the campus. Locations of the centers are available at http://www.uab.edu/women/lactationcenters.

LIBRARIES AND LEARNING RESOURCE CENTER
Libraries
UAB’s libraries house excellent collections of books, periodicals, microforms, and other media. The libraries have online remote access to catalogs and online collections. Customer services are extensive. All facilities have computers available for student use during regular hours of operation.

Birmingham Public Library
In addition to the main library facility, there are 17 branch libraries. The library holdings include print and digital media. Library services are described on the website.
Location: 2100 Park Place
Hours: M – Tu 9:00 a.m. – 8:00 p.m.; W – Sat 9:00 a.m. – 6:00 p.m.; Sun 2:00 p.m. – 6:00 p.m.
Telephone: (205) 226-3600 Website: http://www.bham.lib.al.us/

Lister Hill Library of the Health Sciences
This is the largest biomedical library in Alabama, and one of the largest in the south. Located across the crosswalk from the School, the LHL has extension libraries in University Hospital and The Kirklin Clinic. Dedicated librarians hold “office hours” in the Learning Resource Center weekly.
Location: 1700 University Boulevard
Telephone: (205) 934-2230 Website: www.uab.edu/lister/
Mervyn H. Sterne Library
A collection of more than one million items supporting teaching and research in the arts and humanities, business, education, engineering, natural sciences and mathematics, and social and behavioral sciences.
Location: 913 13th Street South
Telephone: (205) 934-6364 (Reference) (205) 934-4338 (User Services)
Website: www.mhsl.uab.edu

Reynolds Historical Library
A collection of rare and important books, manuscripts and artifacts in the medical sciences. The Reynolds historical collection is located on the top floor of the Lister Hill Library.

Learning Resource Center (LRC)
The School of Health Professions Learning Resource Center (LRC) is charged with providing a unique set of enterprise solutions that promotes a learning environment that is exciting, intriguing and innovative. Under the leadership of the LRC Director with direction from the SHP-LRC Executive Committee, LRC is responsible for all applications and systems that are provided centrally to support the school’s academic, administration, and research missions.

Learning Resource Center
The LRC is designed to provide state-of-the-art, highly specialized services for SHP faculty, staff and students that includes:
- State-of-the-art media studio
- Audio/visual supp
- Information technology management of public, classroom and testing labs computers

Hours of Operation and Contact Information
Monday-Thursday: 7:00 am-8:00 pm
Friday: 7:00 am-5:30 pm
Saturday: Closed
Sunday: Closed
Phone: (205) 934-5146
Fax: (205) 934-1190
Email: shplrc@uab.edu
Address: 1714 9th Avenue South, Birmingham, AL 35294

OneStop Student Services
If you have questions or need assistance with an academic or administrative process, the UAB OneStop is where to go! Advisers will help you solve your problem or do the legwork for you if another UAB resource is needed. OneStop is located in the Hill Student Center 1400 University Blvd. You may contact the OneStop office by phone or email at (205) 934-4300; 855-UAB-1STP; (855) 822-1787; onestop@uab.edu. Additional information is available at www.uab.edu/onestop.

Parking
Student vehicles must be registered with UAB Parking and Transportation Services, located at 608 8th Street South. The office is open Monday – Friday from 7:30 a.m. – 5:00 p.m. Parking is allocated on a first-come, first-served basis. Commuter student lots are designated as Lot 15, Deck 12, and Deck 16. Parking fees are established by location, payable by semester or year, and are billed to the student’s account. Additional information is available at http://www.uab.edu/parking/.
PATIENT CARE PARTNERSHIP
Students in health professions programs learn general information about the health care industry as well as knowledge and skills specific to their chosen profession. The American Hospital Association (AHA) [www.aha.org](http://www.aha.org) is an excellent resource for industry information. One role fulfilled by the AHA is that of patient advocate. The Patient Care Partnership brochure (link below) outlines rights and responsibilities of patients during hospital stays.

PLAGIARISM AND TURNITIN
Plagiarism is academic misconduct that will result in a grade of zero on the plagiarized assignment and may result in dismissal from the School of Health Professions and the University (see DIRECTION Student Handbook or SHP Grievance Procedures for Violations of Academic Standards). All papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software, Turnitin.com. Please note that all documents submitted to Turnitin.com are added to their database of papers that is used to screen future assignments for plagiarism.

RECREATION CENTER
The campus Recreation Center, located at 1501 University Blvd, Birmingham, AL 35294, is open to faculty, staff, students, and their families. A valid student identification card or membership card is required for access. Facilities include basketball courts, racquetball courts, weight rooms, swimming pools, exercise rooms, and indoor track. Check the website for information about hours and services at [http://www.uab.edu/campusrecreation](http://www.uab.edu/campusrecreation).

SCHOLARSHIPS
Many programs in the School have scholarships available to currently enrolled students. Please see the program section of this handbook for that information. The following scholarships are available to students enrolled in any program in the School.

*Dean’s National Alumni Society Scholarship* – Funding from the UAB National Alumni Society for two scholarships per year, one to a graduate student and one to an undergraduate student. One student per program is nominated by the program director for consideration by the School’s Scholarship Committee.

*Ethel M. and Jessie D. Smith Endowed Nursing and Allied Health Scholarship* – Funding for baccalaureate students with GPA 3.0 or above and unmet financial need. Students apply to the UAB Office of Student Recruitment, Engagement and Success, SHPB 230.

*Lettie Pate Whitehead Foundation Scholarship* – Funding for female students from selected states (AL, FL, GA, LA, MS, NC, SC, TN) enrolled in SHP programs. Award amounts are variable and are based on unmet financial need. Students apply in the SHP Office of Student Recruitment, Engagement and Success, SHPB 230.

*Matthew F. McNulty Jr. Health Services Emergency Loan* – Students enrolled in any SHP program may apply for this low interest loan to address emergencies. Loan amounts are variable based on need. Students apply in the Office of Student Recruitment, Engagement, and Success, SHPB 230.
**SHP General Scholarship** – Funding to recruit or retain outstanding students. Awards are based on academic achievement, and unmet financial need. Program directors apply for funding on behalf of qualified students. Awards up to $4500 over the length of the student’s duration in the program are made by the School’s Scholarship Committee.

**SOCIAL MEDIA**

Social media such as Facebook and Twitter are useful communication tools, but health professions students should use these forums judiciously. In addition to the School’s official sites listed below, individual programs and student organizations may have networking sites.

- Website: [http://www.uab.edu/shp/](http://www.uab.edu/shp/)
- Twitter: [https://twitter.com/uab_shp](https://twitter.com/uab_shp)
- Facebook: [http://www.facebook.com/UABSHP](http://www.facebook.com/UABSHP)
- LinkedIn: [http://www.linkedin.com/groups?gid=3596638](http://www.linkedin.com/groups?gid=3596638)
- Vimeo: [http://vimeo.com/uabshp](http://vimeo.com/uabshp)
- YouTube: [http://www.youtube.com/uabshp](http://www.youtube.com/uabshp)
The School’s Academic Affairs Committee published the following guidelines related to use of social media.

### UAB School of Health Professions

**Guidelines for Social Networking**

The Academic Affairs Committee proposes the following for social networking vehicles. Online communities like Facebook, MySpace, Flickr and Twitter provide opportunities for faculty, staff, and students to share and explore interests that enrich the higher education learning experience. However, using these mediums with discretion is advised. UAB online community members are expected to act with honesty, integrity, and respect for the rights, privileges, privacy, sensibilities, and property of others.

**Professional Use**

Only UAB employees authorized by their departments may use social networking Web sites to conduct University business. The authorized employee/position will serve as the point of contact for the web site. In keeping with University policy¹, the authorized employee may post on a social network profile: the University’s name, school, department, and/or unit information, a University email address or University telephone number for contact purposes, or post official department information, resources, calendars, and events. The employee should use care that any personal opinions or opposition to the University either by direct statement or perception not be published.

**General Use**

The following guidelines are strongly suggested:

1. Use networking sites legally and appropriately. Consider your personal obligation as a citizen of the university. Use proper conduct in your posts regarding the university and your colleagues/fellow students.
2. Consider the use of a student, staff or faculty member to monitor any departmental social pages. All parties need to understand the guidelines presented.
3. Remember, you cannot ensure who does and does not have access to your information. Any text or photo placed online is available to anyone in the world – even if you limit access to your site.
4. Information that you post online may continue to stay on the World Wide Web even after you erase or delete that information from your profiles or blog. Do not post anything that could reflect negatively on you, your family, your friends, and the university.
5. Do not post any confidential or sensitive information online.
6. By agreeing to the terms of use, online communities have your permission to republish your content worldwide and share information with advertisers, third parties, law enforcement, and others.
7. You are legally responsible for your posts on the social networking sites. Be discreet, respectful, and as accurate/factual as you can be in any comments or content you posted online.
8. Potential employers, admissions officers, and scholarship committees often search social networking sites to screen candidates. Your profile will be a part of how others know you.

**TUITION AND FEES**

Tuition and fees for the University are published annually under the “Current Students” tab of the UAB website. There are two tuition rates: Alabama resident (in-state) and Non-resident (out-of-state). Currently, non-resident students who register for online course sections pay resident tuition for all lecture-based courses. Non-resident tuition is charged for clinical practicums, independent study courses, and project courses.

SHP programs may have specific fees attached to courses or laboratories. These fees will be addressed in the program section of this handbook. Questions about program-specific fees should be addressed with your program director. Current standard tuition and fees for the School, and links to program cost estimations, are posted at [http://www.uab.edu/shp/home/admissions-tuition/tuition](http://www.uab.edu/shp/home/admissions-tuition/tuition).

Payment deadlines for each semester are published on the official academic calendar and on the UAB website at [http://www.uab.edu/whentopay/](http://www.uab.edu/whentopay/). Please note that failure to meet payment deadlines can result in administrative withdrawal from courses.

Tuition and fees may be paid through BlazerNET.

**WEATHER**

Severe weather situations that may affect the safety of students, faculty, and staff are communicated through the same channels as other emergencies. Severe weather precautions are published at [http://www.uab.edu/emergency/preparedness](http://www.uab.edu/emergency/preparedness). Other information sources include:

- Webpage: [www.uab.edu/emergency](http://www.uab.edu/emergency)
- B-ALERT system: Register to email, cell phone, and text notices with the UAB Emergency Notification System via [www.uab.edu/balert](http://www.uab.edu/balert)
- Hotline: (205)-934-2165
- WBHM Radio (90.3 FM): Announcements about University closings or delayed openings are made on the UAB radio station.

**WITHDRAWAL FROM COURSE / PROGRAM**

Withdrawal from a course or from your program is an official process and should be discussed with your academic advisor and/or program director. Most programs in the School are full-time and the curriculums are specifically sequenced. Withdrawal from a course may put you at risk for being required to wait for a full year before resuming courses in the program. Course withdrawals are made through the UAB registration system via the Student Resources tab in BlazerNET. Program withdrawal should be made in writing to the program director. Please refer to the program section of this handbook for additional information.
SECTION 2 – SHP AND UAB POLICIES

SCHOOL OF HEALTH PROFESSIONS POLICIES

BACKGROUND CHECK AND DRUG SCREEN
http://www.uab.edu/studenthealth/medical-clearance/school-of-health-professions

GRIEVANCE PROCEDURES FOR VIOLATIONS OF ACADEMIC STANDARDS
http://www.uab.edu/shp/home/images/PDF/grievance_procedures.pdf

IMPAIRMENT AND SUBSTANCE ABUSE

PLAGIARISM
http://www.uab.edu/shp/home/images/PDF/Plagiarism_Policy.pdf
Please note that all papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software, Turnitin.com. All documents submitted to Turnitin.com are added to their database of papers used to screen future assignments for plagiarism.

UAB POLICIES

AIDS AND HIV INFECTION
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=252

ALCOHOLIC BEVERAGES, USE AND CONSUMPTION
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=71

ATTENDANCE / ABSENCE (UNDERGRADUATE)
http://catalog.uab.edu/undergraduate/progresstowardadegree/#enrollmenttext

BODY FLUID EXPOSURE
http://www.uab.edu/studenthealth/emergencies/blood-a-body-fluid-exposure

COMPUTER AND NETWORK RESOURCES (ACCEPTABLE USE)
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=4

COMPUTER SOFTWARE COPYING AND USE

DRUG FREE CAMPUS (GENERAL POLICY)
http://sppublic.ad.uab.edu/policies/content/Pages/UAB--POL-0000046.aspx
**Drug-Free Campus Policy for Students - Attachment A**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=632

**Drug-Free Campus Policy for Students - Attachment B**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=626

**Drug-Free Campus/Workplace Policy - Attachment B.1**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=627

**Drug-Free Campus Policy for Students - Attachment C**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=628

**Equal Opportunity and Discriminatory Harassment**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=52

**Ethical Standards in Research and Other Scholarly Activities**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=263

**Firearms, Ammunition, and Other Dangerous Weapons**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=257

**Immunization**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=257

**Nonsmoking**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=110

**Patent (Intellectual Property)**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=115

*Note: Additional university policies may be located by searching the UAB Policies and Procedures Library available online at [http://sppublic.ad.uab.edu/policies/Pages/default.aspx](http://sppublic.ad.uab.edu/policies/Pages/default.aspx).*
SECTION 3 – DEPARTMENTAL POLICIES

DEPARTMENT OF CLINICAL AND DIAGNOSTIC SCIENCES

Welcome
The Department of Clinical and Diagnostic Sciences is comprised of academic programs essential to today’s healthcare system. Our programs provide training for future health care professionals in a variety of disciplines ranging from the diagnosis of illness and disease, the administration of advanced treatment therapies, and the performance of vital roles in surgical suites and in outpatient and inpatient healthcare settings. Graduates of our programs are well poised for a wide variety of job opportunities due to the outstanding education received at UAB.

About the Department
Comprised of multiple academic programs, the Department of Clinical & Diagnostic Sciences provides training for tomorrow’s health care professionals from physician assistants and genetic counselors to nuclear medicine technologists. Students receive hands-on training from renowned faculty while using the tools to prepare them for a career in health care.

CDS Professional Development Program
Professional success after graduation requires many skills beyond the discipline specific technical skills that each student will master during their program. The CDS Professional Development Program is designed to provide students with a strong foundation in a variety of non-technical skills such as interpersonal communication and team based care. The program also provides practical instruction in areas such as professional networking and interviewing to enable students to be successful job candidates upon graduation. Each student will be provided with detailed information about the Professional Development Program activities and assignments.

Accreditation Information
The accrediting agencies for programs offered by the Department include:

<table>
<thead>
<tr>
<th>Program</th>
<th>Accreditation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician Assistant Studies (PAS)</td>
<td>Accreditation Review Committee for Physician Assistant, Inc. (ARC-PA) [<a href="http://www.arc-pa.org/%5C">http://www.arc-pa.org/\</a>]</td>
</tr>
<tr>
<td>Nuclear Medicine Technology (NMT)</td>
<td>Joint Review Committee for Nuclear Medicine Technology (JRCNMT) [<a href="http://jrcnmt.org/%5C">http://jrcnmt.org/\</a>]</td>
</tr>
<tr>
<td>Clinical Laboratory Sciences (CLS)</td>
<td>National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) [<a href="http://www.naacls.org/%5C">http://www.naacls.org/\</a>]</td>
</tr>
<tr>
<td>Genetic Counseling (GC)</td>
<td>Accreditation Council for Genetic Counseling (ACGC) [<a href="http://www.gceducation.org%5C">http://www.gceducation.org\</a>]</td>
</tr>
</tbody>
</table>
CDS Policies

Academic Progress

Academic Progress Review is implemented to promote, assist, and maintain student performance. The main purpose is to provide feedback to students regarding their performance and to identify areas of strength and/or weakness in performance or behavior.

Generally speaking, program faculty, and/or the program director, may academically counsel students on a semester-by-semester basis to assess progress in the curriculum and to provide students counseling regarding deficiencies as needed. These meetings may be documented and the student may be required to sign the documentation of the academic progress sessions with associated notes placed in the students file.

In cases regarding deficiencies, suggestions and/or action plans may be developed in conjunction with the student so as to provide a plan for reversing the deficiencies by a specified timeframe. Such suggestions and/or action plans will be documented and signed (by both faculty and the student) and will be placed in the students file. If a student does not comply with the suggestions and/or action plan and/or does not meet the deadlines as specified, the student may be dismissed from the program.

Attendance and Excused Absences

CDS Attendance Policy

Attendance is mandatory for all classes, lectures, labs, program-related seminars, clinical practice, internships, etc.

Absences are either excused or unexcused and both require timely notification to the course instructor. Students who are absent during clinical practice or an internship must notify both the program clinical practice coordinator/internship coordinator and the clinical practice instructor/clinical internship instructor as soon as possible. Time missed during clinical practice or the internship must be made up and this may result in a delay in graduation.

Below is a list of excused absences recognized by the Department of Clinical and Diagnostic Sciences and UAB:

- Absences due to jury or military duty, provided that official documentation has been provided to the instructor in a timely manner in advance.
- Absences of students registered with Disabilities Services for disabilities eligible for “a reasonable number of disability-related absences,” provided students give their instructors notice of a disability related absence in advance or as soon as possible.
- Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:
Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.

If a change in the absence schedule occurs, students are responsible for providing their instructors with advance notification from the sponsoring unit or department.

- Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students.
- Absences due to religious observations provided that students give faculty written notice prior to the drop/add deadline of the term.

In instances resulting in unavoidable absence(s), a student is expected to inform the program office and the associated course instructor in advance of the planned absence. For unforeseen events (car accident or breakdown, injury), the student is expected to notify the program and course instructor at the earliest possible time.

Make-up of missed class information or assignments is the student’s responsibility. Make-up of class activities and projects is at the discretion of the course faculty – refer to individual course syllabi for more detailed attendance policies pertaining to the course.

*NOTE: The program cannot guarantee that all work missed for an excused absence can be made up. Some activities (including laboratories) due to their complex, time intensive, and/or cost intensive nature will not be able to be made up. Similarly, when students arrive to laboratories late they risk missing important information/directions that may adversely affect their grade. Instructors are not obligated to repeat directions for students when they are tardy.

**ATTENDANCE INFRACTIONS**

For each unexcused absence, there will be a 1% overall grade reduction for that course or lab per absence. Two tardies will equal one unexcused absence. A tardy is considered being more than 10 minutes late to class. Faculty may choose to include attendance and timeliness in grading criteria and may implement a more restrictive attendance policy. The attendance policy for each course will be described in all course syllabi. The Department of Clinical and Diagnostic Sciences also reserves the right to institute an attendance policy for official program/department activities.

**CONSENSUAL ROMANTIC RELATIONSHIPS**


**DATA PROTECTION AND SECURITY**

**DRESS CODE**

Guidelines for professional attire require consideration for patients, visitors, and coworkers, as well as personal safety. Therefore, CDS students are expected to promote a professional image by following these guidelines.

**Clothing:**
- Clothing should be clean, neat, in good repair, and appropriate for the profession.
- Casual or athletic wear, such as sweat suits or warm-up pants, are not acceptable.
- Shorts are not acceptable.
- Skirt length shall be no shorter than two inches above the top of the knee and may not be tight fitting.
- Undergarments shall be worn and shall not be visible, even when in stretching or bending positions.
- Shoes shall be appropriate for the work environment and compliant with professional attire. Flip flops are not appropriate.
- Caps or head coverings are not acceptable unless they are for religious purposes or are part of a uniform.
- Sunshades (or hand-tinted, non-prescription glasses) shall not be worn unless they are required for medical purposes.
- Identification badges shall be worn at all times.

**Grooming:**

**Piercings**
- Facial and/or body adornments are not permitted other than in the ear lobe.
- No more than two pairs of earrings may be worn. Earrings will be no longer than one inch in diameter or length.

**Hair**
- Hair should be clean and neat.
- Hair may not be dyed unnatural colors and/or have patterns.
- Hair ornaments should be moderate and in good taste.
- Hair should be well-groomed, closely trimmed beards, sideburns, and mustaches are allowed.

**Daily Hygiene**
- Daily hygiene must include clean teeth, hair, clothes, and body, including use of deodorant.

*In addition to these basic guidelines, students are expected to follow any additional provisions of a facilities dress code while in clinical practice.*
Dress Code Infractions:
Failure to comply with the above dress code requirements will result in removal from program activities until requirements are met. Students will be counted as absent (unexcused) and will receive a grade of zero for any missed work during that time with no opportunity to make-up the missed work.

*Note- The above Dress Code is a minimum standard set forth by the Department of Clinical and Diagnostic Sciences. Each program and/or course within CDS has the liberty to set forth and enforce a stricter dress code. Similarly, clinics also have their own dress codes that must be followed precisely.

Food and Drink in the Classroom
Food or drinks in laboratories is prohibited. Food and drink in classrooms is allowed at the discretion of faculty.

Grading Policy
In each CDS course, the instructor will announce the grading criteria and publish it in the course syllabus. The following policy relating to the I (incomplete) grade or deferred credit supplements the School of Health Professions’ policy.

Incomplete & Deferred Credit Policy
The awarding of an “I” (incomplete) grade is not done lightly. An “I” will be given only when an emergency or unexpected event prohibits the student from meeting course objectives in a timely manner. A student receiving a grade of “I” (incomplete) must arrange with the instructor to complete the course requirements as soon as possible, and in order to progress within the program the student must arrange to complete the requirements prior to the final day of registration for the next term. A grade of “I” not changed by the instructor by the beginning of the next regular term will automatically convert to an “F.”

Infection Control
Because students are working with patients having low immunities, the clinical supervisor reserves the right to send any student to UAB Student Health Services if the need arises. The clinical supervisor will call UAB Student Health and Wellness and request that the student be sent off duty if he/she has an infection of any kind. The student must then acquire a doctor’s written permission to return to clinical education. Students are required to adhere to the policy of the clinical affiliate for working with patients with local infections or infectious diseases. Students are required to inquire about this policy at the beginning of rotation through a clinical affiliate.

Liability Insurance
Liability insurance is provided by the University for all students registered for clinical education courses. The coverage protects students in any assigned clinical site to which they are assigned as a student.
NON-ACADEMIC STUDENT CONDUCT
http://catalog.uab.edu/undergraduate/progresstowardadegree/#conductcomplainttext

NON-RESIDENT TUITION POLICY

PREGNANCY POLICY
All students are encouraged to inform the program director immediately in writing once pregnancy has been confirmed. If students choose not to inform the program of their pregnancy, the program will not consider them pregnant and cannot exercise options that could protect the fetus.

For students who voluntarily disclose pregnancy the program director will discuss factors to be considered in cases of pregnancy with the student based on acceptable professional guidelines.

A student is offered three alternatives after the consultation with the program director. These are:

1. Immediate withdrawal in good standing from the program. Readmission to the program after the pregnancy will be in accordance with the Readmit Policy.
2. Continuation in the program after being given specific instruction regarding safety practices, safety monitoring, and specific clinical and laboratory assignments.
3. Continuation in the program with additional safety monitoring but without modification of assignments.

The student must be able to progress in her educational experiences, both clinical and academic. If the student cannot, she will be strongly advised to withdraw as in alternative number one.
If there are any questions regarding any aspect of the above statements, please call the Program Director.
SECTION 4 – PROGRAM INFORMATION

WELCOME

Welcome to the UAB Bachelor of Science in Biomedical Sciences (BMD) Program. This student handbook has been compiled to provide you with information to help you as you progress through your program. Here are some of the reasons you made the right choice in selecting the B.S. in Biomedical Sciences.

- The Bachelor of Science in Biomedical Sciences program prepares graduates for health-related graduate and professional study or for entry into the biomedical science workforce.
- This program is built on a strong biomedical sciences curriculum that includes advanced coursework in physiology, pharmacology, clinical biochemistry, medical microbiology and immunology, and the pathological basis of disease; all taught in an integrated systems-based approach that focuses on human health, disease, and wellness.
- Numerous elective options allow students to incorporate many of the prerequisites for graduate program admission into the biomedical sciences program of study.
- This program allows students to create a tailored undergraduate educational experience to prepare for further study in an area of choice; such as physician assistant studies, medicine, dentistry, optometry, physical therapy, biotechnology, clinical laboratory science, genetic counseling, and many more.

Please take the time to read the student handbook and use it as your guide as you matriculate through the Bachelor of Science in Biomedical Sciences program. Where appropriate, the contact for more detailed information on various subjects has been included. The UAB web page links are included for some of the sections of this handbook and you are encouraged to review the links for information you may need. The UAB and School of Health Professions (SHP) pages have search engines to allow you to input keywords and find information. The campus directory and calendars are located on the main UAB page: www.uab.edu. If you need further explanation of any matter contained in this handbook, please contact the BMD program.
FACULTY & STAFF

The faculty and staff of the Biomedical Sciences program are prepared to deliver high quality education to all BMD students, and are committed to the growth of future professionals. The Biomedical Sciences program draws faculty from many disciplines and professional programs in the School of Health Professions and the Joint Health Sciences programs.

Biomedical Sciences Program Faculty and Staff

Kari J. Dugger, PhD
Program Director

Department of Clinical & Diagnostic Sciences
1705 University Blvd, SHPB 424A
(205) 934-7635
kdugger@uab.edu

Fred “Ted” Bertrand, PhD
Associate Professor

Department of Clinical & Diagnostic Sciences
1705 University Blvd, SHPB 473
(205) 934-1374
fbrtrnd@uab.edu

Kristin J. Chapleau, MaE
Program Specialist

Department of Clinical & Diagnostic Sciences
1705 University Blvd, SHPB 424B
(205) 996-4721
kjohnsto@uab.edu
N. Robert Estes,  
Assistant Professor  
Department of Clinical & Diagnostic Sciences  
1705 University Blvd, SHPB 424D  
(205) 934-7222  
nrestes@uab.edu

Brooke H. Walker  
Student Counselor  
Department of Clinical & Diagnostic Sciences  
1705 University Blvd, SHPB 424C  
(205) 996-4942  
bhwalker@uab.edu

Additional Program Teaching Faculty

Kara Caruthers, MSPAS, PA-C  
Assistant Professor  
Department of Clinical & Diagnostic Sciences  
1705 University Blvd, SHPB 454  
(205) 934-7539  
karuthe@uab.edu

M. Tino Unlap, PhD  
Associate Professor  
Department of Clinical & Diagnostic Sciences  
1705 University Blvd, SHPB 476  
(205) 934-7382  
unlap@uab.edu

For student questions, please email BMD@uab.edu
**PROGRAM INTRODUCTION**

The Bachelor of Science in Biomedical Sciences program at The University of Alabama at Birmingham was established in July of 2013. Its faculty and staff are committed to providing high quality educational opportunities that prepare students for health-related graduate and professional study or for entry into one of the fastest growing occupational sectors. This program is built on a strong biomedical sciences curriculum that includes advanced coursework in physiology, pharmacology, clinical biochemistry, medical microbiology and immunology, and the pathological basis of disease; all taught in an integrated systems-based approach that focuses on human health, disease, and wellness. Furthermore, numerous elective options allow students to incorporate many of the prerequisites for graduate program admission into the biomedical sciences program of study. This allows students to create a tailored undergraduate educational experience to prepare for further study in an area of choice; such as physician assistant studies, medicine, dentistry, optometry, physical therapy, biotechnology, clinical laboratory science, genetic counseling, and many more.

**BMD Program Mission Statement**

The Bachelor of Science in Biomedical Sciences Program exists to prepare graduates for entry into graduate or professional study in the health professions or for entry into one of the biomedical science workforce sectors.

**BMD PROGRAM GOALS**

The Bachelor of Science in Biomedical Sciences Program goals are as follows:

1. To deliver an academically sound program of study that develops the knowledge and skills required of students entering graduate or professional study in the health professions.
2. To recruit and retain well qualified diverse students.
3. To employ teaching formats and instructional media appropriate to achieve desired learning outcomes.
4. To provide a supportive and stimulating environment for faculty to achieve excellence in teaching and scholarly activities.

**Admission to the Bachelor of Science in Biomedical Sciences Program**

Admission options are based on the student’s previous academic work and personal interests. Students intending to enroll in the Bachelor of Science in Biomedical Sciences (BMD) program must meet all UAB undergraduate admission and academic requirements. The following requirements apply and must be met prior to enrolling into the BMD program.

1. Students must declare the Biomedical Sciences major and meet with a BMD advisor prior to enrollment in the BMD program. A background check, drug screen, and health-related information are required at the time of enrollment in the core BMD courses and required prior to any practicum or lab placements.
2. Program Admission from High School.
   - Must be a graduate of an accredited high school with a grade point average of a 2.75 or higher on a 4.0 scale for admission.
   - Achieved an ACT Composite Score of 22 or higher.
   - Able to place in College English 101 or higher and College Math 105 or higher.
   - Must meet all UAB undergraduate admission and academic requirements.
   - If accepted, complete the UAB medical history questionnaire and physical, provide proof of required immunizations, and receive satisfactory screening by the UAB Medical Center Student Health Service.

3. Program Admission from Community College or University, including UAB.
   - Must be a graduate of an accredited high school.
   - Must meet all UAB undergraduate admission and academic requirements.
   - If accepted, complete the UAB medical history questionnaire and physical, provide proof of required immunizations, and receive satisfactory screening by the UAB Medical Center Student Health Service.
   - Must hold a 2.75 or higher Overall GPA on a 4.0 scale for admission to the Biomedical Sciences Program.
   - Must be in or have completed college English 101 or higher and Pre-calculus MA 105 or higher.

4. Other Biomedical Sciences Program Requirements.
   - All prerequisite Area V and BMD course work must be completed with a grade of C or better.
   - A minimum 2.75 Overall GPA and 2.00 UAB institutional GPA must be maintained to remain enrolled in the B.S. in Biomedical Sciences program.

**Overall Application Procedure:**
Applications are accepted at any time, and students may be enrolled during any term. Applicants should submit the following materials:

**To the UAB Undergraduate Admissions Office:**
- Completed UAB undergraduate application form, indicating SHP as the school and BMD as major, and application fee, if applicable (if enrolled at UAB in another major, complete a Change of School/Major Request using the online form available on BlazerNET).
- Official transcripts from each college or university attended.

**To the Biomedical Sciences Program Office in the School of Health Professions:**
- The student should request an appointment with a Biomedical Sciences program advisor prior to the term of initial enrollment. It is essential to have transcripts of previous coursework available during the enrollment meeting.
CURRICULUM

Students in the undergraduate Biomedical Sciences Program complete specific courses according to a planned and structured program of study. Students fulfill both core degree requirements and major/professional curriculum requirements in a logical sequence. The sequence is intended to facilitate success in the overall degree requirements.

Through the curriculum, students develop communication skills, acquire interdisciplinary knowledge in the biomedical sciences, and develop critical thinking and problem solving skills applicable to scientific, public and clinical issues. Students also develop their ability to acquire and evaluate new knowledge and perspectives critically, and to communicate their ideas to others effectively. The core curriculum enables students to learn about ethnic, cultural, and social groups other than their own. Exposure to diversity in the academic setting enhances performance in a multicultural work setting.

Graduates should demonstrate achievement of the following professional curriculum goals:

- Communicate effectively in speaking and writing
- Demonstrate a fundamental knowledge in the biomedical sciences
- Solve problems by generating, evaluating, and selecting alternative solutions
- Acquire and synthesize knowledge from diverse sources
- Critically evaluate scientific results and apply key findings to the biomedical sciences and clinical situations
- Demonstrate ethical reasoning by analyzing, evaluating, and defending decisions regarding ethical and clinical issues
# UAB Core Curriculum Requirements for the Biomedical Sciences Program

<table>
<thead>
<tr>
<th>UAB/Program Core Curriculum (UAB Equivalents)</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I.</strong> Written Composition (6 hours)</td>
<td></td>
</tr>
<tr>
<td>English Composition I, II (EH 101,102)</td>
<td>6</td>
</tr>
<tr>
<td><strong>Area II.</strong> Humanities and Fine Arts (12 hours)</td>
<td></td>
</tr>
<tr>
<td>Literature(^1)</td>
<td>3-6</td>
</tr>
<tr>
<td>Fine Arts Elective</td>
<td>3</td>
</tr>
<tr>
<td>Electives(^1)</td>
<td>6-9</td>
</tr>
<tr>
<td><strong>Area III.</strong> Natural Sciences and Mathematics (11 hours)</td>
<td></td>
</tr>
<tr>
<td>Pre-Calculus (MA 106) or higher(^2)</td>
<td>3-4</td>
</tr>
<tr>
<td>General Chemistry I and II (CH 115/116, 117/118)</td>
<td>8</td>
</tr>
<tr>
<td><strong>Area IV.</strong> History, Social, &amp; Behavioral Sciences (12 hours)</td>
<td></td>
</tr>
<tr>
<td>History(^1)</td>
<td>3-6</td>
</tr>
<tr>
<td>Social &amp; Behavioral Sciences (Anthropology, Economics, Geography, Political Science, Psychology, Sociology)(^3)</td>
<td>6-9</td>
</tr>
<tr>
<td>Elective(^1)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Area V.</strong> Pre-professional, Major, &amp; Elective Courses (19-23 hours)</td>
<td></td>
</tr>
<tr>
<td>Freshman Year Experience (HRP 101 or equivalent)</td>
<td>2</td>
</tr>
<tr>
<td>Introductory Biology I and II (BY 123, 124)</td>
<td>8</td>
</tr>
<tr>
<td>Organic Chemistry I and II (CH 235/236, 237/238)</td>
<td>8</td>
</tr>
<tr>
<td>Statistics (HCM 360, MA 180, or PY 216)</td>
<td>3-4</td>
</tr>
<tr>
<td>Research Methods (BMD 380 or HCM 460 or PY 315)</td>
<td>3</td>
</tr>
</tbody>
</table>

\(^1\) A 6-semester hour sequence either in literature or in history is required; if a second literature is chosen, it will apply as 3 of the elective hours in Area II Humanities and Fine Arts; if a second history is chosen, it will apply as 3 of the elective hours in Area IV History, Social, and Behavioral Sciences.

\(^2\) Calculus I (MA 125) may be required by some post-graduate programs and is highly recommended.

\(^3\) Should be chosen based on post-graduate program pre-requisite requirements. Psychology and Sociology electives are highly recommended.
## Suggested Biomedical Sciences (BMD) 4-Year Curriculum Guide

### Freshman Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EH 101 English Composition I</td>
<td>3</td>
<td>EH 102 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 106 Pre-Calculus or higher (MATH 125 Calculus I highly recommended)</td>
<td>3-4</td>
<td>BY 123/L Introductory Biology I/Lab</td>
<td>4</td>
</tr>
<tr>
<td>CH 115/116 or 114/R Introductory Chemistry I/Lab/Recitation</td>
<td>4</td>
<td>CH 117 or 119/118/R Introductory Chemistry II/Lab/Recitation</td>
<td>4</td>
</tr>
<tr>
<td>PY 101 Introduction to Psychology or PY 201 Honors (or equivalent Core IV elective)</td>
<td>3</td>
<td>Core IV History</td>
<td>3</td>
</tr>
<tr>
<td>HRP 101 Freshman Year Experience Course or equivalent</td>
<td>2</td>
<td>BMD 150 Introduction to the Biomedical Sciences</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Credits:</strong></td>
<td><strong>15-16</strong></td>
<td><strong>Total Credits:</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

### Sophomore Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH 235/236 or 234/R Organic Chemistry I/Lab/Recitation</td>
<td>4</td>
<td>CH 237/238 or 239/R Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>BY 124/L Introductory Biology II/Lab</td>
<td>4</td>
<td>Core II or Core IV (based on sequence)</td>
<td>3</td>
</tr>
<tr>
<td>Core II Literature</td>
<td>3</td>
<td>NTR 222 Nutrition and Health</td>
<td>3</td>
</tr>
<tr>
<td>PY 212 Developmental Psychology (or equivalent Core IV elective)</td>
<td>3</td>
<td>BMD 310 Clinical Anatomy and Histology</td>
<td>4</td>
</tr>
<tr>
<td>BMD 201 Contemporary Issues in Biomedical Sciences</td>
<td>1</td>
<td>BMD 202 Survey of Biomedical Sciences Literature</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Credits:</strong></td>
<td><strong>15</strong></td>
<td><strong>Total Credits:</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

### Junior Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMD 315 Clinical Physiology and Pharmacology for Health Professions I</td>
<td>4</td>
<td>BMD 317 Clinical Physiology and Pharmacology for Health Professions II</td>
<td>4</td>
</tr>
<tr>
<td>BMD 320 Survey of Cell Biology for Health Professions</td>
<td>3</td>
<td>BMD 330 Clinical Microbiology for Health Professions</td>
<td>3</td>
</tr>
<tr>
<td>CMST 101 Public Speaking (or equivalent Core II elective)</td>
<td>3</td>
<td>Core II or IV History or Literature sequence</td>
<td>3</td>
</tr>
<tr>
<td>HCM 360 Statistics for Managers, MA 180 Introduction to Statistics, or PY 216 Elementary Statistical Methods</td>
<td>3-4</td>
<td>BMD 380 Research Methods and Scientific Literacy for the Biomedical Sciences or HCM 460 Research Methods or PY 315 Methods Psychological Research</td>
<td>3</td>
</tr>
<tr>
<td>PH 201 or PH 221 College or General Physics I /Lab/ Recitation or BMD Elective</td>
<td>3-4</td>
<td>PH 202 or PH 222 College or General Physics II /Lab/ Recitation or BMD Elective</td>
<td>3-4</td>
</tr>
<tr>
<td><strong>Total Credits:</strong></td>
<td><strong>16-18</strong></td>
<td><strong>Total Credits:</strong></td>
<td><strong>16-17</strong></td>
</tr>
</tbody>
</table>
Senior Year

<table>
<thead>
<tr>
<th></th>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMD 410 Clinical Biochemistry for Health Professions</td>
<td>3</td>
<td></td>
<td>BMD 475 Capstone Experience in the Biomedical Sciences</td>
<td>4</td>
</tr>
<tr>
<td>BMD 420 Pathophysiology for Health Professions</td>
<td>4</td>
<td></td>
<td>CDS 420 Competencies in Genetics for Health Professions</td>
<td>2</td>
</tr>
<tr>
<td>BMD 430 Clinical Immunology for Health Professions</td>
<td>3</td>
<td></td>
<td>Core II Fine Arts</td>
<td>3</td>
</tr>
<tr>
<td>BMD Elective</td>
<td>3</td>
<td></td>
<td>BMD Elective</td>
<td>3</td>
</tr>
<tr>
<td>BMD Elective</td>
<td>3</td>
<td></td>
<td>BMD Elective</td>
<td>3</td>
</tr>
<tr>
<td>Total Credits:</td>
<td>16</td>
<td></td>
<td>Total Credits:</td>
<td>15</td>
</tr>
</tbody>
</table>

**Total Credits for Degree: 123-127**

English/Math determined by Placement or AP credit.
A 6 semester hour sequence either in Literature or History is required. If a second Literature is chosen, 3 hours of HY/SBS must be taken. If a second History is chosen, 3 hours of Humanity & Fine Arts must be taken.
### Examples of Biomedical Sciences BMD Elective Courses and Minor Options

#### Health Care Management (HCM) Options: *HCM Minor (21 hrs)*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM 330*</td>
<td>Health Care Systems (Fall, Spring, Summer) (Prerequisite for other HCM minor courses)</td>
<td>3</td>
</tr>
<tr>
<td>AHS 350</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HCM 375</td>
<td>Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>HCM 401*</td>
<td>Organizational Studies in Health Care (Spring)</td>
<td>4</td>
</tr>
<tr>
<td>HCM 403*</td>
<td>Operations Management in Health Care Organizations (Summer)</td>
<td>4</td>
</tr>
<tr>
<td>HCM 405*</td>
<td>Human Resources Management in Health Care Organizations (Fall)</td>
<td>4</td>
</tr>
<tr>
<td>HCM 407*</td>
<td>Strategic Management in Health Care Organizations (Fall, Spring)</td>
<td>3</td>
</tr>
<tr>
<td>HCM 411</td>
<td>Bio/Psycho/Social Issues of Aging</td>
<td>3</td>
</tr>
<tr>
<td>HCM 415*</td>
<td>Ethics for the Health Professional (Fall, Summer)</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Biomedical Sciences (BMD) Options:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMD 300</td>
<td>Laboratory Techniques in Biotechnology I</td>
<td>2</td>
</tr>
<tr>
<td>BMD 400</td>
<td>Laboratory Techniques in Biotechnology II</td>
<td>2</td>
</tr>
<tr>
<td>BMD 490</td>
<td>Directed Readings in Biomedical Sciences</td>
<td>1-3</td>
</tr>
<tr>
<td>BMD 497</td>
<td>Directed Biomedical Sciences Research Studies</td>
<td>1-3</td>
</tr>
</tbody>
</table>

#### Clinical & Diagnostic Sciences (CDS) Options:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDS 301</td>
<td>Microbiology Laboratory for Health Professions (Spring)</td>
<td>1</td>
</tr>
<tr>
<td>CDS 400</td>
<td>Fundamentals of Phlebotomy &amp; Body Fluid Collection (Fall, Spring, online) (Simulation only)</td>
<td>1</td>
</tr>
<tr>
<td>CDS 405</td>
<td>Survival Spanish for Health Professionals (Fall, Spring, Summer, online)</td>
<td>1</td>
</tr>
<tr>
<td>CDS 425</td>
<td>First Aid &amp; Healthcare Provider CPR/AED (Fall, Spring, Summer)</td>
<td>1</td>
</tr>
<tr>
<td>CDS 430</td>
<td>Advanced Cardiac Life Support (Fall, Spring, Summer)</td>
<td>1</td>
</tr>
<tr>
<td>CDS 550</td>
<td>Medical History Taking and Physical Exam (Spring)</td>
<td>2</td>
</tr>
</tbody>
</table>

#### Exercise Science (PE) Options: *Exercise Science Minor (19 hrs)*

Students majoring in Biomedical Sciences only may substitute BMD310, BMD315, CDS425 and HE222 in lieu of BY115, BY116, HE140 and HE141/HPE200, respectively; and are required to take PE307. Students may need to take additional electives to reach the 19 hour requirement in order to receive the minor [e.g. students who fulfill the HE140 0 hour waiver, and if they are majoring in Biomedical Sciences].

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HE 140*</td>
<td>First Aid</td>
<td>0-3</td>
</tr>
<tr>
<td>BY 115*</td>
<td>Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BY 116*</td>
<td>Human Physiology</td>
<td>4</td>
</tr>
<tr>
<td>HPE 200 or HE 141*</td>
<td>Quality of Life or Personal Health</td>
<td>2-3</td>
</tr>
</tbody>
</table>
Select 1-5 credit hours of the following electives*:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 132</td>
<td>Group Exercise Leadership</td>
<td>1</td>
</tr>
<tr>
<td>PE 307</td>
<td>Applied Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>PE 402</td>
<td>Basic Athletic Training</td>
<td>2</td>
</tr>
<tr>
<td>PE 405</td>
<td>Sports Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>PE 440</td>
<td>Principles of Conditioning the Athlete</td>
<td>3</td>
</tr>
<tr>
<td>PE 450</td>
<td>Physical Activity for Individuals with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>PE 451</td>
<td>Physical Activity for Senior Adults</td>
<td>3</td>
</tr>
<tr>
<td>PE 460</td>
<td>Clinical Exercise Physiology</td>
<td>3</td>
</tr>
<tr>
<td>PE 470</td>
<td>Advanced Athletic Training</td>
<td>3</td>
</tr>
<tr>
<td>PE 485</td>
<td>Exercise Testing and Prescription</td>
<td>3</td>
</tr>
<tr>
<td>PE 499</td>
<td>Fitness Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

**Nutrition (NTR) Options: *NTR Minor (18 hrs)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTR 222*</td>
<td>Nutrition and Health</td>
<td>3</td>
</tr>
<tr>
<td>NTR 232*</td>
<td>Lifecycle Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>NTR 320*</td>
<td>Nutrition and the Consumer</td>
<td>3</td>
</tr>
<tr>
<td>NTR 330*</td>
<td>Nutrition and Metabolism</td>
<td>3</td>
</tr>
<tr>
<td>NTR 420*</td>
<td>Nutritional Genetics</td>
<td>3</td>
</tr>
</tbody>
</table>

*Choose a 3 hour elective approved by the Director of the Nutrition Science Minor

**Public Health (PUH) Options: *PUH Minor (18 hrs)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUH 201*</td>
<td>The Origins of Public Health (cross listed with PUH 301)</td>
<td>3</td>
</tr>
<tr>
<td>PUH 202*</td>
<td>Introduction to Global Health (cross listed with PUH 303)</td>
<td>3</td>
</tr>
<tr>
<td>PUH 302*</td>
<td>Epidemiology: Beyond the Outbreak</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following*:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUH 300</td>
<td>Environment Factors in Public Health (cross listed with ENH 400)</td>
<td>3</td>
</tr>
<tr>
<td>ENH 405</td>
<td>Nature vs. Nurture: Genes, Environment and Health</td>
<td>3</td>
</tr>
<tr>
<td>PUH 602</td>
<td>Narrative in Public Health</td>
<td>3</td>
</tr>
</tbody>
</table>

Select two elective courses*:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose two courses from any college or school within the University</td>
<td>6</td>
</tr>
</tbody>
</table>
**Health Related Professions (HRP) Honors Options:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRP 401</td>
<td>Honors Seminar I</td>
<td>1</td>
</tr>
<tr>
<td>HRP 402</td>
<td>Honors Seminar II</td>
<td>1</td>
</tr>
<tr>
<td>HRP 410</td>
<td>Honors Project</td>
<td>1-4</td>
</tr>
</tbody>
</table>

**Additional UAB Course Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH 201/202</td>
<td>College Physics I and II with Lab</td>
<td>4</td>
</tr>
<tr>
<td>PH 221/222</td>
<td>General Physics I and II with Lab</td>
<td>4</td>
</tr>
<tr>
<td>BY 210</td>
<td>Genetics</td>
<td>3</td>
</tr>
<tr>
<td>BY 213</td>
<td>Phage Genomics I</td>
<td>4</td>
</tr>
<tr>
<td>BY 214</td>
<td>Phage Genomics II</td>
<td>4</td>
</tr>
<tr>
<td>PY 218</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

SHP Honors Program Hours: Up to 6 semester hours of School of Health Professions Honors Program courses (HRP 401, HRP 402, and HRP 410) may count as directed elective credit with Program Director’s permission.

UAB Electives: Additional elective options can be approved by Program Director based on a specific student’s degree and post-graduate program interests.

**BMD Program Academic and Operational Policies**

The Biomedical Sciences Program policies and procedures are established to provide an environment that is conducive to learning. In addition to UAB and SHP policies, the following policies include overall program operational and academic policies. Should there be a programmatic question or need not addressed in one of the published policies in this handbook, you should contact the BMD Program Director or Academic Advisor of the Program.

**Academic Examinations and Testing**

Students are expected to read and comply with all academic regulations as published in the UAB catalog, the SHP catalog, the UAB Class Schedule, and the BMD Handbook.

If serious circumstances, such as, illness, make absence from class unavoidable, the student is responsible for making arrangements to reschedule any missed assignments or exams within one week after the original due date. The student must obtain a signed statement from a physician or other relevant documentation and submit it to the instructor.

Quizzes and examinations may be administered through the Canvas Learn course sites, and will be given only on the scheduled dates at specified times. Scheduled examinations may be taken on an alternate date only if appropriate arrangements are made one week prior to the time of the examination. The
course syllabus will note testing requirements for each course. Failure to follow this policy may result in a grade penalty or a zero for the examination.

Make-up exams for unexcused absences will be conducted at the discretion of the course instructor. An instructor may apply a penalty or a zero for the examination. In the event of illness or family emergency, the student must obtain a signed statement from a physician or other relevant documentation and submit it to the instructor.

**Scholastic Requirements**

- **Program of Study:** Many courses in the BMD curriculum have designated prerequisites. Students may not take courses out of sequence without permission from the BMD program director. A student’s program of study is documented following transcript evaluation and initial academic advising. Students will be provided with a curriculum plan when they begin the BMD program. Failure to adhere to the program of study may result in delays towards degree completion and graduation.

- **Curriculum Progression:** The minimum level of achievement for progression to the next course in sequential courses is a course grade of “C” in BMD and Area V.

A current student who receives a “D” or an “F” in any required BMD or Area V course while admitted to the Biomedical Sciences program will be dismissed from the program unless there are extenuating circumstances. These circumstances must be extreme in order to be considered.

In the case of extreme circumstances, the student will be suspended from the program rather than expelled, and must wait until the next time the course in which the failing grade was made is offered again. The student will then be allowed to take the course again. Under the recommendation of the program director, the student may be required to take remedial courses prior to repeating a Biomedical Sciences course. If the student passes the course, then the student may petition the program director for re-entry into the program. Re-entry into the Biomedical Sciences program is NOT guaranteed. If the student takes the course again and still fails to make a grade of “C” or greater; the student will be expelled from the program.

- **Grading:** Faculty instructors in each course are responsible for grading assignments, papers, exams, and projects. Grading criteria are published in each course syllabus.

- **Course Overload Requirements:** Students wishing to register for more than 18 semester hours in a single semester will be required to have program director permission. It is expected that students have at least an overall GPA of 3.0 in order to be granted course overload permission.
Student Responsibilities

- Maintain academic integrity by refraining from cheating. Incidents of cheating among others should be reported if and when it is witnessed.
- Check email on a daily basis.
- Turn off all cell phones and/or beepers prior to beginning class.
- Report to all class meetings on time.
- Bring all course materials to class.
- Assist in maintaining a constructive classroom environment by refraining from inappropriate disruptions or outbursts. Respectful behavior toward instructors, classmates, and guests is expected.
- Have access to a computer with MS Office software for participation in on-line work (software available through UAB at reduced cost to students.)
- Failure to meet student responsibilities may lead to counseling, reprimand, and/or probation.

Academic Misconduct

Academic Misconduct: Academic conduct generally concerns the behaviors and actions of students in the teaching/learning environment, whether on campus or at another location sponsoring a learning activity. When behaviors and actions of students are deemed unethical or inappropriate, the term academic misconduct may be applied. Examples of Academic Misconduct include, but are not necessarily limited to, Abetting, Cheating, Dishonesty, Fabrication, misrepresentation, Plagiarism, Tardiness or Unexcused Absences, and Unprofessional Behavior. A student’s failure to meet technical standards shall also be handled as Academic Misconduct under this Policy.

The Biomedical Sciences Program follows and abides by the UAB School of Health Professions policies regarding Academic Misconduct. Please review these policies at: http://www.uab.edu/shp/home/2013-02-28-19-16-44/academic-policies-and-procedures

Advising and Mentoring

All students in the Biomedical Sciences (BMD) Program will be assigned an academic advisor. The advisor will serve as a consultant to the student and conduct academic progress reviews. The student should plan to meet with the advisor at least once during each semester. If a student has a problem directly relating to an individual course, it is recommended that the student meet with the instructor of the course.

Mentoring, Peer Mentoring, and Tutoring are all highly recommended for BMD students to utilize. The Biomedical Sciences Program peer mentors and tutors will consist of BMD upper level students. Students can contact peer mentors and tutors through the BMD academic advisor.

Professional Student Organizations

The Biomedical Sciences Student Organization (BMD) is open to all BMD students. The Association was established in 2014 to build a communication forum for students and faculty. For more information
regarding the BMD Student Organization, contact the Biomedical Sciences academic advisor or BMD program director.

**Student Honor Code**

In addition to the UAB Academic Honor Code, the faculty and staff of the Biomedical Sciences (BMD) Program expect an acceptable quality of work and mature behavior from every student. Students, as adults, are expected to conduct themselves accordingly and to accept responsibility for their personal behavior. In accepting this responsibility, the students in the BMD Program will not lie, cheat, or steal. A student involved in academic misconduct such as knowingly giving and/or receiving unauthorized aid in tests and examinations, plagiarizing, or any other acts of dishonesty in academic work will be recommended for immediate dismissal from the BMD Program. In addition, students who tolerate a violation of the student honor code will be subject to disciplinary action.

**Dress Code**

Clothing should be clean, neat, in good repair, and appropriate for class. Business casual dress is preferred for class; shorts and abbreviated tops are not acceptable.

When at internship sites, clinic sites, or research labs, students are required to adhere to the attire guidelines for that facility. Please contact the BMD program director or advisor with questions.

**Students may be dismissed from the BMD program at any point during the program due to positive drug screen of illegal activity.** Please refer to the policy section of this handbook for the policy statement.

**GRADES**

Final grades and credits for each student are recorded and preserved as a permanent record at UAB. The final grades for academic courses are compiled and proportioned to develop a final course grade. The course instructor will inform the students at the beginning of each term in each course syllabus of the system of proportioning of scores used to develop the course grade. Minimum performance criteria designated by the course instructor must be achieved by the student. These criteria indicate the level of competency of the individual student.

Grades are awarded according to the level of the student’s achievement in each course. The grades for academic courses are indicated by letters:

- A = Excellent
- B = Above Average
- C = Average
- D = Inadequate (undergraduate only)
- F = Failure
- P = Pass
- W = Withdrawal, a notation (Not a Grade) assigned by the Registrar and reflects an administrative action initiated by the student in accordance with UAB regulations.
I* = Incomplete, a temporary notation assigned a student who has not completed course requirements.
N = No Grade Submitted, a temporary notation made by the Registrar if the course instructor does not assign a grade prior to issuing of grade reports or when the course is designated to extend beyond a single term.
X = Absent from Final Exam

* An “I” will be given only when an emergency or unexpected event prohibits the student from meeting course objectives in a timely manner and if there is reasonable expectation that the course requirements can be satisfactorily completed by the end of the following term. The notation of “I” will convert to an “F” unless an extension is requested specifying the date the student will complete the course requirements. Refer to the department policy for awarding a grade of Incomplete.

The student’s grade point average is calculated by dividing the total quality points earned by the semester hours attempted. Semester hours attempted is defined as the total semester hours for any course in which the student was registered on a regular basis and receives an A, B, C, D, or F. Quality points are awarded as follows:

<table>
<thead>
<tr>
<th>Quality Points</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>B</td>
</tr>
<tr>
<td>2</td>
<td>C</td>
</tr>
<tr>
<td>1</td>
<td>D</td>
</tr>
<tr>
<td>None</td>
<td>P, NP, or F</td>
</tr>
</tbody>
</table>

**TECHNOLOGY USE IN THE CLASSROOM**

**UAB’s Policy**

The use of any personal computational or communications devices in the classroom, not otherwise governed by UAB or course policies, is subject to the approval of the instructor. This includes (but is not limited to) the use of calculators, computers, personal digital assistants, text pagers, and cell phones. Any use of such devices without instructor approval is not permitted. The use of such devices without permission of the instructor may be considered a violation of UAB’s non-academic conduct policies. The use of such devices to facilitate an act of academic misconduct (such as cheating or plagiarism) will be considered a violation of the UAB Academic Honor Code and will be sanctioned as outlined in the Code. [http://www.uab.edu/students/academics/honor-code](http://www.uab.edu/students/academics/honor-code)

A student must notify and get the approval of the instructor if there are circumstances that may require him/her to have access to a cell phone while in the classroom. In such cases, if permission is granted, the student must have the phone in silent mode (vibrate) and will need to exit the classroom to answer the call or respond to the text.
GUIDELINES FOR AMERICANS WITH DISABILITY ACT COMPLIANCE

BACHELOR OF SCIENCE IN BIOMEDICAL SCIENCES

Essential Functions and Technical Competencies

I. Essential Components

A. Program Purpose

The B. S. in Biomedical Sciences prepares graduates for entry into the biomedical science workforce or for graduate and professional study in the health professions. This program is built on a strong clinically focused biomedical sciences curriculum with numerous elective options. Upper level coursework is restricted to individuals who have completed prerequisite coursework and attained the minimum cumulative grade point average as specified in the course catalog. All admission requirements are published in the UAB Undergraduate Catalog.

B. Essential Functions and Technical Competencies

Education in the Biomedical Sciences requires the acquisition of academic knowledge, specialized communication skills, as well as professional attitudes and behaviors. Graduates must have the knowledge and skills to function in a broad variety of situations and environments. Three learning environments include, but are not limited to, the following:

1. Didactic Courses
2. Practicum/Lab Courses
3. Distance-Accessible Courses

The technical skills and essential functions required for admission, progression and completion of the B.S. Biomedical Sciences degree relative to each of these learning environments are detailed below.

Didactic Course Standards:

<table>
<thead>
<tr>
<th>Technical Skill</th>
<th>Standard</th>
<th>Examples of Necessary Activities to be Performed (not all inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking</td>
<td>Critical thinking ability sufficient for the application and synthesis of course concepts.</td>
<td>Students should be able to identify problems and propose innovative solutions through applying principles learned in the classroom.</td>
</tr>
<tr>
<td>Interpersonal Behavior</td>
<td>Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.</td>
<td>Students should demonstrate an ability to establish rapport with colleagues and to work in groups on course activities.</td>
</tr>
<tr>
<td>Communication</td>
<td>Verbal communication abilities sufficient for interaction with others in oral and written form using the English language.</td>
<td>Students should be able to complete written assignments, participate in classroom discussion/activities and complete group projects. Students should also be able to focus on class activities without disruptive interruptions.</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Motor Skills</td>
<td>Gross and fine motor abilities sufficient to complete class assignments.</td>
<td>Students should be able to access and use a computer when required and complete testing and assignments through the use of required computer systems.</td>
</tr>
</tbody>
</table>

**Practicum and Lab Course Standards:**

<table>
<thead>
<tr>
<th>Technical Skill</th>
<th>Standard</th>
<th>Examples of Necessary Activities to be Performed (not all inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking</td>
<td>Critical thinking ability sufficient for the application of course concepts to the laboratory or practicum environment.</td>
<td>Students should be able to identify problems and propose innovative solutions to situations observed in the laboratory/practicum environment. Students should also be able to apply principles learned in the classroom to situations observed in the laboratory/practicum environment.</td>
</tr>
<tr>
<td>Interpersonal Behavior</td>
<td>Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.</td>
<td>Students should demonstrate an ability to establish rapport with colleagues and members of the community.</td>
</tr>
<tr>
<td>Communication</td>
<td>Verbal communication abilities sufficient for interaction with others in oral and written form using the English language.</td>
<td>Students should be able to document and maintain records of information and ideas from the laboratory/practicum experience. Students should also be able to articulate ideas effectively through oral (group discussions, public presentations) or written (scientific poster, manuscript writing, grant writing) means.</td>
</tr>
<tr>
<td>Motor Skills</td>
<td>Gross and fine motor abilities sufficient to provide safe and effective use of equipment; including the ability to sufficiently use a computer and required software.</td>
<td>Students should have sufficient manual dexterity to calibrate and use laboratory instruments to perform protocols that require the use of fine motor skills. Students should also demonstrate an ability to complete assignments through the required computer systems.</td>
</tr>
</tbody>
</table>
### Distance-Accessible Course Standards:

<table>
<thead>
<tr>
<th>Technical Skill</th>
<th>Standard</th>
<th>Examples of Necessary Activities to be Performed (not all inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking</td>
<td>Critical thinking ability sufficient for the application and synthesis of course concepts.</td>
<td>Students should be able to synthesize reading assignments and complete written course assignments. Students should also be able to identify problems and propose innovative solutions to those problems through applying principles learned in the course.</td>
</tr>
<tr>
<td>Interpersonal Behavior</td>
<td>Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.</td>
<td>Students should be able to effectively interact with classmates and course instructors on course related subjects and be able to work with other students on group projects.</td>
</tr>
<tr>
<td>Communication</td>
<td>Verbal communication abilities sufficient for interaction with others in oral and written form utilizing the English language.</td>
<td>Students should be able to effectively communicate with faculty and other students via e-mail and electronic threaded discussions.</td>
</tr>
</tbody>
</table>
Motor Skills | Physical abilities sufficient to use a computer and required software. | Students should demonstrate an ability to complete written assignments and examinations through the required computer systems.

II. Methods of Assessment

Methods of assessment of a student’s ability to meet the program’s academic and technical standards may vary from class to class and instructor to instructor. However, all students are graded equally based on their own work.

III. Acceptable levels of Performance

A. Specific knowledge, principles and concepts outlined in required courses should be mastered at a minimal level.
B. All required Biomedical Science (BMD) courses outlined in the curriculum should be completed with a minimum grade of “C”.
C. Each course requires a minimum grade of 70% on examinations or graded products; including the exit examination given in the capstone experience course.

IV. Disability Support Services (“DSS”) Statement

UAB is committed to providing equal opportunity to all students. All students admitted to the B.S. Biomedical Sciences program must be able to meet both the academic and the technical standards with or without accommodation(s). The B.S. in Biomedical Sciences Program in the Department of Clinical and Diagnostic Sciences will collaborate with students and UAB Disability Support Services to provide reasonable accommodations to otherwise qualified persons with disabilities. Reasonable accommodations are those that do not significantly alter the fundamental and essential requirements of the program and do not impose undue burden or hardship on UAB. It is the student’s responsibility to make a request for a reasonable accommodation. The B.S. in Biomedical Sciences Program, along with UAB DSS, will engage in an interactive process with each student on an individualized basis in considering each student’s request for accommodation.

Qualified students who wish to request an accommodation should contact the UAB DSS office at:

dss@uab.edu
(205) 934-4205 (Voice)
(205) 934-8170 (Fax)

Physical Address:
9th Ave. Office Building
1701 9th Ave. South