Welcome to the BScPA Program!

TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

Temerty
Medicine

Family & Community Medicine
UNIVERSITY OF TORONTO

Temerty Medicine

THE CONSORTIUM OF PA EDUCATION
PHYSICIAN ASSISTANT PROFESSIONAL DEGREE PROGRAM

Dear Incoming Class of 2024,

As your Medical Director, I want to say how delighted I am that you have chosen to join our Physician Assistant Professional degree program at the University of Toronto! On behalf of all our faculty and staff, we welcome you to our program and to the PA community; we hope you are as excited as we are about this wonderful new career path ahead for you.

The next two years will be rigorous, challenging, and fun – you will learn so much in such a short time. By entering this program, you have already demonstrated that you are very capable, and we believe you can become an excellent Physician Assistant. Your faculty and peers will support you throughout the next two years to enable your successes, and to be the best that you can be.

Healthcare in Ontario and Canada is becoming increasingly complex and faces many challenges, never more so than during the pandemic in these past 2.5 years. Physician Assistants, although still a developing role in Canada, are important members of the health care team and there is growing recognition of the contributions that physician assistants make to our system and to the health and well-being of our population. You have now joined your PA colleagues as an ambassador for the profession, and the promotion of quality health care.

I hope you have a great summer, and that you are able to take some time for yourselves.

Once again, congratulations on joining this excellent program and profession. We will continue to share further details of program activities as the summer progresses. The PA faculty, staff and I are looking forward to meeting each of you in September.

Sincerely,

Leslie Nickell, MSW, MD, CCFP
Medical Director, BScPA Program
Faculty of Medicine, Associate Professor, DFCM
University of Toronto

To the Class of 2024,

On behalf of the University of Toronto's Physician Assistant Student Association (PASA) and the Class of 2023, we would like to extend a heartfelt congratulations on accepting your offer of admission and a warm welcome to the BScPA Program!

You will be joining a supportive and diverse community within Canada's top ranked Faculty of Medicine. You should be very proud of reaching this milestone as you have showcased your diligence, perseverance, academic excellence, and commitment to care throughout the long and fierce application cycle.

Believe us when we say that the next two years that await you will be rigorous, intense, and challenging. In just twenty-four months, you will be shaped into excellent clinicians, ready to take on the specialty of your choice. There *will* be moments that you are pushed to limits you may not have known you could reach, times where you will doubt yourself, instances when you experience *true* burnout. It is during these moments that we want you to remember that out of hundreds of candidates, *you* were hand selected to embark on this incredible journey. You will build strong and lasting relationships with your classmates who will become your support network throughout the program. Your faculty, and we, the upper year students, are also here to support you and enable your success in becoming the best you can be.

PASA is your student organization. You will have the opportunity to be involved once you start your first semester. PASA provides students with social events, chances for networking, taking care of clothing orders and much more. We also play a role in helping to organize your Stethoscope Ceremony where you will be sworn in to serve your communities and uphold the qualities and principles of the PA profession. We can't wait to see and celebrate you all!

The Physician Assistant profession continues to grow in Canada and benefits from your support for advocacy. We encourage you to become involved in student organizations (both at the program and faculty level), to join CAPA, our professional governing body (Canadian Association of Physician Assistants), and to continue to advocate for Canada's growing PA family.

We imagine you have lots of questions about the program and how your first year will look. We will be in touch to help answer these questions over the summer. We will also create a Facebook group to help you connect with your classmates and assist you with this transition. For now, focus on enjoying your summer and celebrating this milestone.

Hajra Imam
President

Mario Haroon
Vice-President

IMPORTANT MESSAGES

The PA Program Curriculum and COVID-19:
Ontario's response to the COVID-19 pandemic continues to evolve. Changes will likely occur as the province and its municipalities adjust to new data about the virus. In these circumstances, please be advised that changes to the program, including the manner of delivery of courses, services and possible limits on co-curricular and clinical opportunities, may become necessary. We thank you in advance for your flexibility during these challenging times as we work together to maintain the standards of excellence that are the hallmark of the BScPA Program.

Welcome/Stethoscope Ceremony – September 8th, 2022
Each year, the BScPA Program holds a Welcome/Stethoscope Ceremony to officially welcome our new students into the program and to meet their family and friends. This year the program will be held in person for the first time in two years! **Students will be required to have their own stethoscope present for the ceremony** (see Supply List, for stethoscope requirements). Please be aware that **attendance is mandatory for students**, and we encourage family/guests to attend if safe to do so – it is a memorable event. The PA Program office will provide further details on this upcoming event.

CONTACT INFORMATION		
Name	**Position**	**E-mail**
Dr. Leslie Nickell	Medical Director	leslie.nickell@utoronto.ca
Dr. Peter Tzakas	Program Director	peter.tzakas@utoronto.ca
Aurthi Muthukumaran	Academic Coordinator	aurthi.muthukumaran@mail.utoronto.ca
Sharona Kanofsky	Scholarship and Research Lead; Associate Professor	sharona.kanofsky@utoronto.ca
Britton Sprules, CCPA	Clinical Course Director	bsprules@nosm.ca
Teena McLaren	Clinical Course Coordinator	clinical.pa@nosm.ca
Melissa Rodway	Program Coordinator	paprogram.coordinator@utoronto.ca
Larysa Stjepanovic	Program Assistant	physician.assistant@utoronto.ca
Office of the Registrar, Faculty of Medicine	Reception	reception.registrar@utoronto.ca
Office of Learner Affairs	Reception	ola.reception@utoronto.ca
Disability Services	Reception	accessibility.services@utoronto.ca
TCard Office – St. George Campus	Reception	tcard.office@utoronto.ca

PASA CONTACT INFORMATION			
Hajra Imam, President	hajra.imam@mail.utoronto.ca	Ginett Galati, Secretary	ginett.galati@mail.utoronto.ca
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		Facebook	https://www.facebook.com/PASAUofT/

IMPORTANT DATES

DEADLINE	ITEM	NOTES
As per your Letter of Offer, Terms and Conditions	**Payment Due:** $500 Deposit	● Non-refundable ● Applied to your tuition and incidental fees
Immediately	Apply for Financial Aid/OSAP (if applicable)	● Will depend on each student and their individual financial needs
June 24, 2022	Purchase Medical Terminology Pre-Course course access code	● See Welcome Email for Information on the Medical Terminology Pre-Course
July 4, 2022	Medical Terminology Pre-Course starts	● Course access code must be purchased in advance. See Welcome Email for Information on the Medical Terminology Pre-Course
August 12, 2022	PA Program Documents	● See "Required Documents"
Recommended by August 22, 2022	TCARD	● See https://tcard.utoronto.ca/get-your-utorid-tcard/ ● **Must be completed prior to start of program (see note in TCARD section)**
August 29, 2022		● First day of on-line program
September 6, 2022		● First day of Campus Block, St. George Campus, Toronto
September 8, 2022	**Welcome/Stethoscope Ceremony at 7pm EST.**	● In-person! ● Family members are welcome!
August 29, 2022	**Payment Due**: tuition and incidental fees/defer fees if you qualify for OSAP	● Details available by mid-July on ACORN (see "Tuition and Fees")
September 30, 2022	**Payment Due**: tuition and incidental fees	● For all students who qualified for OSAP and deferred their fees in August.
November 30, 2022	**Payment Due**: tuition and incidental fees	● Winter Term Tuition Fees (see "Tuition and Fees")
January 30, 2023	**Payment Due**: tuition and incidental fees	● For all students who qualified for OSAP and deferred their fall tuition payment.

BScPA Class of 2024_Welcome!

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THE CONSORTIUM OF PA EDUCATION
PHYSICIAN ASSISTANT PROFESSIONAL DEGREE PROGRAM

MEDICAL TERMINOLOGY COURSE

Please read through the information below for the **Medical Terminology pre-course** which runs from **Monday, July 4, 2022** to **Saturday, August 13, 2022**.

Also! Do refer to the "Mandatory Hardware" section to ensure you meet all submission deadlines for materials requested prior to the program.

MEDICAL TERMINOLOGY PRE-COURSE

The Medical Terminology pre-course will help to familiarize you with Quercus (CanvasTM), the Learning Management Engine that is used at the University of Toronto. Although the course is self-directed, there will be a Course Director who will set up designated times for the class to meet (virtually) to discuss the material.

To participate in the course, there are a number of steps to follow (see below). Please leave yourself enough time to complete these steps in advance of the start date.

1. **Purchase the course code**
   The Medical Terminology pre-course access code is available online from the University of Toronto Bookstore.

   Campus Term: MEDICAL - SUMMER 2022 MEDICAL
   Department: PAP Physician Assistant Program
   Course: PAP PRE Course
   Product name: *Medical Terminology Online for Medical Terminology: A Short Course (User Guide and Access Code), 9th Edition* (Author: Chabner). $57.99 CDN + HST.

   Each student must purchase their own access code in order to participate in the course. You do not require the textbook, just the access code. For quicker access, you may ask the Bookstore to email you with your course code once they receive it. Otherwise, they will mail it to you. Please note that the additional cost for shipping is dependent on the delivery location. Please allow at least 1 week for delivery. You will need to communicate with the Bookstore on this process.

   Contact: Dino Naccarato
   Phone: | 416 640 5831
   Email: dnaccarato@uoftbookstore.com

   - *Please note that a headset, microphone, and webcam are used as part of the synchronous on-line meetings in the Medical Terminology pre-course.*

2. **Email your access code to the BScPA Program at** physician.assistant@utoronto.ca
   Once the BScPA Program office receives your access code, we will email your qq code and password so that you can access the course online (our online learning environment is called "Quercus").

   The qq code is temporary and provides access to the Medical Terminology course and the PA Program shell only. The qq code will **NOT** provide access to the BScPA Program courses, nor will it provide full access to the library system. If you already have a UTORid, y**ou must still use the qq code provided to you by the BScPA Program as only the qq code will allow access to the Medical Terminology Course.**

3. Access the Medical Terminology Course
   a) Access the University of Toronto on-line learning site (Quercus) https://q.utoronto.ca
   b) Log-in with your assigned qq code and password – **do NOT use your UTORid**.
   c) Click on your course "Medical Terminology" under "Courses."
   d) For tips on how to use Quercus, click on the "Help" icon while logged in to Quercus.

TUITION & FEES

TUITION and FEES
**It is the responsibility of the student to ensure all payments are completed on time.

Fee Invoice and Payment Installments
The fee structure, payment schedule and information on how to pay your fees will be available at https://studentaccount.utoronto.ca/tuition-fees/ and on ACORN www.acorn.utoronto.ca by mid-July. Log in to ACORN using your JOINid and password. In ACORN, you can view the details of your account by clicking on the "Financial Account" tab on the left side of the screen. You will see the balance on your account and your account activity.

Refund Schedules
Deadlines for tuition refunds and withdrawal fees (if leaving the program) for the 2022-23 academic year will be available by mid-July at https://studentaccount.utoronto.ca/tuition-fees/.

Incidental Fees
Information on compulsory, non-academic, incidental fees can be found at:
http://www.viceprovoststudents.utoronto.ca/publicationsandpolicies/guidelines/incidental-fees.htm
Note that not all fees are collected by the fees office. Fees for 'optional' items (i.e., items that are not a requirement for all students) may be paid by the student directly to the source.

Financial Aid Information: OSAP (Ontario Student Assistance Program)
As noted in your Letter of Offer Terms and Conditions, the BScPA Program is recognized by OSAP https://osap.gov.on.ca/OSAPPortal/en/Home/index.htm. It is possible that students enrolled in the BScPA program may qualify for a fee deferral from the Student Accounts office if awaiting OSAP support. **If you qualify for OSAP funding, deferral of fees must be requested (by selecting the Fee Deferral Option in ACORN) by August 29, 2022.**

If you are planning on applying for OSAP, you should do so immediately in order to meet the **August 29, 2022** fee deferral deadline. For further information pertaining to financial aid, please see: http://www.future.utoronto.ca/finances/financial-aid

Scholarships at U of T
There are a host of scholarships and funding opportunities available that may apply to individuals in the program. Students can review available scholarships at https://future.utoronto.ca/finances/scholarships#scholarship-sorter to determine if any are applicable. Some examples are:
- Hosinec Family Scholarships open to any domestic undergrad student with financial need who is a Canadian citizen/permanent resident and a resident of Ontario.
- Al Mercury Scholarship open to students who show community involvement, academic excellence and appreciation and interest in music (not required to be taking studies in music).
- Canadian Federation of University Women Etobicoke Bursary open to female students who live in Etobicoke.
- Indigenous students may also be eligible for awards through the MD program: http://md.utoronto.ca/scholarships-bursaries-indigenous-students

REQUIRED DOCUMENTS

Summary of Required Submissions

The following documents are due by **August 12, 2022**. You will receive a secure, personalized link via OneDrive where you can upload each document to your individual folder. Please make sure you retain all hard copies, should the program require them due to poor resolution.

- Student Declaration of Understanding for Insurance
- Sharing of Information & Media Release
- Worker Health and Safety Awareness Completion
- AODA Completion Certificate
- *Vulnerable Sector Police Records Check & Disclosure (due September 15, 2022)
- Immunization Form
- Basic Cardiac Life Support Certification (due September 2024 prior to clinical year)

   * We advise that you obtain two hard copies of the Vulnerable Sector report. As this can take longer to complete, the program is more flexible with this deadline.

Note: If any submissions have not been received by the deadline, the BScPA Program reserves the right to revoke the offer of admission to the BScPA Program. Please contact the PA Program office in advance if you are unable to meet the deadlines.

REQUIRED DOCUMENTS

1) **Vulnerable Sector Police Records Check and Disclosure (due by September 15, 2022)**
   As noted in the Terms and Conditions of your offer letter, your offer of admission requires that you provide a Vulnerable Sector Police Records Check and Disclosure. This process must be initiated through your local police service. Costs incurred will be at your own expense. Police forces may use slightly different language to describe the various levels of Records Checks available. Your check must include results from local police records, the Royal Canadian Mounted Police's (RCMP's) Canadian Police Information Centre, and the Pardoned Sex Offender Registry. ***As these checks can take up to 12 weeks in some centres, we recommend that you begin the process as soon as possible to ensure compliance with our deadline.***

   We advise that you obtain two hard copies of your report. Retain one copy for your personal files. We will ask that you submit the other copy to the PA Program during the September In-Person Campus Block. In the meantime, **please submit the report electronically by September 15, 2022 to your personal OneDrive link.**

   Should you have concerns about the Vulnerable Sector Police Records Check, please contact the Physician Assistant Program office by email at physician.assistant@utoronto.ca.

   Please note that the Toronto Police Services Vulnerable Sector Screening process takes 2-4 weeks to complete. If you will be using Toronto Police Services to obtain this record check, please attend to the following:

Complete the top section of the **TPS Fillable PDF Form** (DO NOT sign the form prior to steps 3-4).

1. Upload the form using this secure **ShareFile link**
2. Attend a drop-in appointment to verify your ID:

   - Please present 2 pieces of government-issued ID
   - Tuesday's from 10:30 to 11:30am EST.
   - Join Zoom Meeting: June 14, 2022- July 19, 2022
     https://utoronto.zoom.us/j/88264717897
   - Meeting ID: 882 6471 7897 Passcode: 286650
   - If you prefer to come in person, Elicia Giannone will be available Monday and Wednesday from 10-12pm and 1:30-4pm

3. Upon receipt of a signed form from UME ES, please print and sign this form.
4. Mail the completed form to the TPS with a money order or certified cheque made out to the Toronto Police Service in the amount of $20.00 (CAD): Must be printed on legal size paper.

   Records Management Services Unit,
   Toronto Police Service,
   40 College Street
   Toronto, ON M5G 2J3

2) Immunizations Form (August 12, 2022)

As noted in your Letter of Offer Terms and Conditions, your offer of admission requires that you provide a record of up-to-date required immunizations. This requirement must be fulfilled in order to meet the Health Standards set forth in the Public Hospitals Act, Section 4.2, Ontario Regulation 518/88. Please upload your completed immunization form to your personal OneDrive link.

3) Basic Cardiac Life Support Certification (September 5, 2023)

The Basic Life Support Provider (BLS) certification is required for the **second year of the program prior to the start of your clinical rotations (September, 2023)**. Should you have already completed this, you will be required to take the re-certification course. It is your responsibility to ensure your certificate will remain valid for the clinical year. You can look for courses offering this certificate through Heart and Stroke and the Canadian Red Cross. Once complete, you will be able to upload it into our student-based platform (MEDSIS) that is used for the clinical year. You will be given access to MEDSIS once the 2022-2023 academic year begins.

4) Student Declaration of Understanding for Insurance (due by August 12, 2022)

BScPA students are eligible for Workplace Safety Insurance Board (WSIB) coverage of claims while on unpaid placements as required by the Program. Private insurance will be provided should the required unpaid placement take place with an employer who is not covered by WSIB.

The Ministry of Training, Colleges and Universities ensures that students on work placements receive WSIB for placement employers who have WSIB coverage, and private insurance for employers who are not covered by WSIB for injuries or disease incurred while fulfilling the requirements of their placement. Please complete the form: "**Student Declaration of Understanding**

for Insurance Workplace Safety and Insurance Board or Private Insurance Coverage Unpaid Student Trainees in Clinical Placements" available in the Appendices, and upload it to your personal OneDrive link.

Before uploading the completed form:
- Save your file as:
  - o PA - last name, first name - Declaration (e.g. PA – Smith, Percy - Declaration)
  - o a single PDF document.

5) Sharing of Information and Media Release (due by August 12, 2022)

Although you will be a University of Toronto student in the Department of Family and Community Medicine in the Temerty Faculty of Medicine, the BScPA Physician Assistant Professional Degree Program is delivered in collaboration with the University of Toronto (U of T), NOSM University (NOSM U), and The Michener Institute for Education at UHN (Michener). Together, these three institutions form the Consortium of PA Education. As a student in the BScPA Program, your contact information (name, email, address) will be shared, as necessary, within the Consortium for the purposes of the administration of the BScPA Program.

Please review the Media Release forms from U of T, Michener, and NOSM U available in the Appendices. You are asked to consent to the release of your image for various promotions and public relations endeavors as we promote the Consortium of PA Education. Each institution (U of T, Michener, and NOSM U) has a specific media release consent form. Please sign each form and upload them to your personal OneDrive link.

Before uploading the completed form:
- Save your file as:
  - o PA - last name, first name – Media Release (e.g., PA – Smith, Percy – Media Release)
  - o a single PDF document

If you choose _not_ to sign these forms, please cross out the information area on the forms and return them, unsigned, to the BScPA Program Office via email to physician.assistant@utoronto.ca.

Online Modules (due by August 12, 2022)

a) Worker Health and Safety Awareness module

As a PA student, you are required to complete the Worker Health and Safety Awareness module to ensure that you are able to:
- cite your rights and responsibilities as a PA student under Ontario's Occupational Health and Safety Act
- describe how injuries and illnesses can be prevented by following workplace safety.

You must upload your 'Proof of Completion' document to your personal OneDrive link.

Before uploading the completed form:
- Save your file as:
  - o last name, first name – WHSA (e.g., Smith, Percy - WHSA)
  - o a single PDF document

b) ***Working Together: The Code and the Accessibility for Ontarians with Disabilities Act (AODA) module***

As a PA student, you are required to complete the [AODA module](#) to ensure that you are able to:

- describe how the Ontario Human Rights Code and the AODA are in place to remove and prevent any barriers for people with disabilities
- cite individuals' rights
- explain how the organizations are required to make accommodations

Please complete the Certificate Version of this module. Save and send the certificate to your personal OneDrive link.

Before uploading the completed form:
- Save your file as:
  - last name, first name – AODA (e.g., Smith, Percy - WHSA)
  - Document may be sent as a .htm file

TCARD, UTORid & EMAIL

UofT STUDENT ACCESS

TCard

Your permanent University of Toronto TCard is a photo ID smartcard, which can be used for the following:

- As an on-campus identification card
- As a library card (visit the online library guide for more info)
- For printing and photocopying
- To gain access to University of Toronto facilities such as athletic facilities
- To carry a cash value for food and University of Toronto Bookstore purchases through the TCard+ program

How to Get Your TCard + UTORid

1. Confirm documentation needed to upload using our new Documentation tool
2. Submit photo + documentation online
3. Approval email will be sent to student with instructions on how to convert JOINid to a UTORid
4. *When on campus, students can book an appointment to pick up their TCard
   The PA Program will block off some time for you to make an appointment with the TCard office on the St. George campus during the September campus block. More details to follow.

See https://tcard.utoronto.ca/get-your-utorid-tcard/ for details. *Please ensure you have completed this process prior to classes on **August 29th, 2022**.*

If you already have a University of Toronto TCard, you can continue to use it. Your TCard is your University of Toronto Identification card for as long as you have an association with the University. There is no need to replace the card if the following conditions are met:
- the photograph on the card can still be used as identification
- the technology on the card (optical bar-code, magnetic strip, memory chip) still functions (https://tcard.utoronto.ca/lost-replacement-tcard/)

UTORid + E-mail

The UTORid is the same as the JOINid that was issued when you applied to the program. The JOINid becomes the UTORid **once you register for the program**. The UTORid is used to log into computers on campus, to access all academic courses, and to activate your University of Toronto email address. It is also used to access UofT's electronic library holdings. (*Please note that the UTORid will replace the qq code that was used for the Medical Terminology pre-course*).

You will need to book an online appointment with TCard Services at tcard.office@utoronto.ca to receive your activation info, and to get your UTOR email account set up. Once you set up and activate your UTORid, you will be able to create a UTOR account.

Each student is required to create a UTORmail+ account and to record this e-mail address on ACORN (and in MEDSIS 3C when instructed to do so). **You will need to have your UToronto email up and**

running before the first day of classes (*August 29th, 2022*). Your UToronto email is the official means of communication between all students, staff, faculty members, the BScPA Program, and the university.

BScPA Program Communication

The official method of communication with the BScPA Program is through your UofT email account. However, the UTORmail+ is not considered a secure email for transferring confidential information, including patient information. Students may choose to send their own personal health or other confidential information via the UTORmail+ system at their own discretion. Expectations are outlined in the University of Toronto's "Standards of Professional Practice Behaviour for all Health Professional Students".

BScPA students are expected to reply to e-mail, phone, or other messages from BScPA Program faculty, instructors, and staff in a timely manner (usually within 24 hours or one business day, unless otherwise specified). Faculty will attempt to respond to student emails within 24 hours or one business day, unless otherwise noted.

Students are encouraged to use the course-specific discussion boards for questions or issues that are likely to affect the entire cohort (such as a problem accessing course material), and reserve individual emails to course directors for personal issues between student and instructor.

University Communication

The University of Toronto's "Policy on Official Correspondence with Students" states that "Students are expected to monitor and retrieve their mail, including electronic messaging account[s] issued to them by the University, on a frequent and consistent basis. Students have the responsibility to recognize that certain communications may be time-critical". The full policy is available here:
http://www.governingcouncil.utoronto.ca/policies/studentemail.htm

REQUIRED SUPPLIES

REQUIRED SUPPLIES

Computer Requirements

As indicated on the BScPA Program website and in the Letter of Offer Terms and Conditions, the majority of the BScPA Program is delivered on-line. You are responsible for ensuring that you have the following mandatory requirements available to you for the duration of the program.

Mandatory Software (*by* August 29th, 2022*):*

- Operating system of Windows 10, Mac OSX 10.9 (**minimum**), or Linux-chromeOS
- Office 2016 (**minimum**)
- Compatible browser
    - Specific browsers have been tested and certified for optimal use with Quercus (Online Learning Platform, Canvas™) See Supported Browsers for details but note that you should always use the most current version of your preferred browser.
    - Please note: Students must use Chrome for all online tests. Other browsers may be used for regular course work.

Mandatory Hardware (*by* August 29th, 2022*):*

- **A full computer (laptop or desktop) is required** (a tablet alone is not sufficient to participate in course activities).
    - A laptop is mandatory during In-Person Campus blocks and the Clinical Year.
- High-speed internet
- Webcam (required for Medical Terminology Pre-Course –July 4, 2022 and for Exam proctoring)
- Good quality Headset and Microphone (required for Medical Terminology Pre-Course –July 4, 2022)

Many on-line synchronous learning activities will occur in a webinar format. Students will need a webcam, headset, and microphone in order to participate.

Printer

The purchase of a printer, while not technically 'required', is strongly recommended, as there is a large number of documents and notes provided on Quercus that you may want to print.

Equipment

The table below is a list of the required supplies that students are expected to have **by *August 29th, 2022***. Students are eligible to receive a 10% discount on these products at the UofT Bookstore (https://uoftbookstore.com) by using the PAP Promo Code. Please contact PA Office for promo code. You may place your order online. The UofT Bookstore will provide free shipping in Canada for any order over $150.00.

SUPPLY LIST

Required Item	Approx. Cost $CAD (before tax)
Headset and Microphone	variable
Webcam	variable
*Textbooks for Semester 1	variable
**Littmann Classic II or III Stethoscope	$126.50 - $142.00
Penlight	$5.00 - $10.00
***Sphygmomanometer (Blood Pressure cuff)	$40.00 - $118.00 (wide range available)
****Fob to access Student Study Space	$20 Deposit
*****Otoscope/ophthalmoscope	$225.00 - $800 (***wide range available)
Pocket Eye Chart	$5
Tuning forks (128 HZ AND 512 Hz)	$8 - $15
Queens Square Hammer/Reflex Hammer	$7 - $20
Flexible Measuring Tape	$2-$4

*The booklist will be made available later in the summer.

**Must have for Welcome/Stethoscope Ceremony. Students can purchase either the Littmann II or III.

***Please note the range in prices has been made available. **The most expensive products are not necessary!**

****Students will be given a fob when coming to campus in September. This will give access to 500 University Avenue and 263 McCaul Street. **Please note that there is a student study space on the 5th floor of 263 McCaul Street that students may want to use. The space must be booked in advance, please see the link in the chart above.** A $20 deposit is required for the fob, which will be refundable once the fob is returned at the end of the program.

*****With a wide range of costs available, you may want to contact PASA (Physician Assistant Student Association) who may be aware of other options for this purchase. pasa@utoronto.ca

IN-PERSON CAMPUS BLOCKS

CAMPUS BLOCKS

The majority of the BScPA Program is delivered on-line, however, there are strategically placed In-Person Campus Blocks held at the St. George campus throughout the 24-months. The Year 1 Campus Blocks will be held from September 6th-23rd, 2022 and June 12th-16th, 2023.

In-Person Campus Block Requirements

Students will need the items indicated in the Supply List by August 29th, 2022. These items will also be required for all subsequent In-Person Campus Blocks. Students must also bring their laptops and required textbooks to the Campus Blocks.

Name tag: All BScPA students are issued a Consortium of PA Education name tag during the first week of classes. Name tags are to be worn at all times during In-Person Campus Block sessions and in all clinical experiences. Students are also to carry their official UofT identification (T-card) at these times. If you **lose/misplace your name tag, there is a replacement fee**. Please contact the BScPA Program office for further instructions.

Dress code: Students will be participating in simulation sessions and interacting with Standardized Patients during In-Person Campus Blocks. Students are expected to wear their name tag (see above) and clothing that is appropriate for seeing patients in a 'doctor's office'.

In-Person Campus Block Attendance

Attendance at all Campus Blocks is <u>mandatory</u>.

Mask Fit Testing

Healthcare providers must follow infection control procedures, including the wearing of personal protective equipment (PPE) when required. The Ministry of Health and Long-Term Care has developed directives for health care professionals to wear an approved respirator/mask when droplet protection is required.

Mask fit test data must be updated every 2 years, or when facial characteristics change because of weight gain/loss or facial trauma. For an adequate mask-to-face seal, learners must be clean-shaven at the time of the mask fitting. Accommodation requests will be considered on a case-by-case basis.

BScPA learners are required to be tested for mask fit prior to clinical placements. **The BScPA Program will arrange for mask fit testing for students during the September In-Person Campus Block.** The cost for the Mask Fit testing has been included in Student Ancillary fees. The BScPA Program and the Office of the Registrar will NOT keep a record of the students' Mask Fit results; it is the responsibility of the student to upload their Mask Fit details into their profile in MEDSIS 3C, including a copy of their results and the expiry date. Students are also expected to keep the information for their own records.

Computer and Wireless Access during In-Person Campus Blocks

Students are able to visit any of the libraries on campus to access computers.
http://onesearch.library.utoronto.ca/libraries/?source=header

There are two wireless networks supported on the University of Toronto campus, for which a valid UTORid is required. Individual devices can be configured to connect automatically while in range. Full instructions are available here: http://help.ic.utoronto.ca/category/20/wireless-access-utorcwn.html

Housing during In-Person Campus Blocks

The following resources are available for In-Person Campus Block lodging options:

Student Life/Housing: http://www.housing.utoronto.ca/
* Please read this link below regarding COVID-19 vaccinations and UofT Residences
https://www.utoronto.ca/news/u-t-require-covid-19-vaccinations-students-living-residence

Graduate House: http://gradhouse.utoronto.ca/
(A 6-week commitment is required for summer semesters).

The Michener Institute of Education at UHN (close by!)**:**
http://michener.ca/students/residence/residence-information

Application Form
Contact: residence@michener.ca

PROGRAM INFORMATION

PROGRAM INFORMATION

Google Calendar

The PA Program uses Google Calendar for scheduling purposes. You may access the Year 1 Program at a Glance on our website www.PAconsortium.ca under Current Students – Course Calendars. We will provide the updated 2022-2023 calendar in the coming weeks. **Please note that the calendar for the first-year students is subject to change.**

Online Learning Platform - Quercus

Quercus is the UofT reference name for the learning platform at UofT (Canvas™). Quercus can be accessed using your UTORid and password via https://q.utoronto.ca. Through Quercus, you will access all of your course materials including overviews, assignments, lectures, and links to additional information. A student guide has been provided at:
https://q.utoronto.ca/courses/46670/pages/student-guide

All Quercus course shells also have a link to the Google Calendar, where all course calendars are displayed simultaneously. Students may view upcoming assignments, assessments, and deadlines, but are expected to confirm individual course requirements. A detailed syllabus/course outline for each course will be provided in the Quercus course shell at the start of the course.

Students must access Quercus and the Google Calendar for all online classes and In-Person Campus Block sessions. **The BScPA Program will send out an orientation for the first week of classes, including readings from the required textbooks. Students are to read all indicated information prior to class.**

Program Attendance

BScPA students are adult learners, and it is acknowledged that, at times, a student may need to miss a session for personal reasons. These are considered "Personal Days". Students are to use no more than three Personal Days during each semester. Just as graduate PAs must plan for coverage of professional duties when they are unable to attend work, courtesy dictates that students communicate with appropriate course directors/faculty members in the event that they require a "Personal Day". Notification must be provided through the Absence Notification system. More information has been provided in the Student Handbook, which will be available on the Program website this summer at: http://paconsortium.ca/policies.

Longitudinal Clinical Experience (LCE) Course

The Longitudinal Clinical Experience (LCE) is a longitudinal course in which first year students arrange clinical practicums with allied health care preceptors.

Clinical Placement Opportunities

Information regarding the Year 2 Clinical placements, including placement process, rotation, schedules, and expectations will be provided throughout the Program.

Proctoring of Exams

Students will be writing tests and exams online with "ProctorU", an on-line proctoring system. The fee is $12/USD per hour for each exam. **This fee is paid directly to ProctorU**. The program works to minimize

the costs by limiting the number of tests to be proctored per semester. Please anticipate 6 to 10 tests per semester that require proctoring in year 1.

Geographic Assignments for Clinical Placements

The BScPA Program is designed so that students may remain in their home community for much of the Program. During year 2, students are scheduled for 44 weeks of supervised direct clinical contact in rural and urban settings, half of which are in Northern Ontario, and half are in Southern Ontario.

The Home Training Location is typically in the same community as the student's primary residence, should suitable training be available. All students are required to complete clinical placements in both the North and South, to experience medicine in different geographical environments. For a listing of Northern communities, see: https://www.nosm.ca/our-community/wider-campus-of-the-northern-ontario-school-of-medicine/community-profiles/

The Ministry of Health and Long-Term Training (MOHLTC) supports the diversity of training accorded to students with the North/South Swap. To that end, they have committed to subsidize students when they are in their Swap training location. Additional details will be provided prior to the start of second year.

STUDENT SUPPORT

SUPPORT for STUDENTS

Office of Learner Affairs
The Associate Dean and staff of the Office of Learner Affairs (OLA) are dedicated to helping students adjust to Faculty of Medicine Programs and to achieve their full academic and personal potentials. Student Affairs promotes the enrichment of student life and the development of a healthy integration of work, extracurricular activities, and community involvement. Their goal is to ensure student needs and concerns are addressed early, to prevent any adverse effects on students. The OLA staff can assist students with academic, relationship, mental health, and family issues. They can facilitate student access to extensive resources and networks within the University and surrounding community. Due to COVID-19, OLA counsellors are currently offering appointments remotely via phone or Zoom, etc. until otherwise notified by the university. BScPA students are encouraged to contact OLA directly to access confidential guidance, advice, support, and/or counselling.

Office of Learner Affairs (OLA)
6 Queen's Park Cres West, Room 309,Toronto, Ontario M5S 3A2
t: (416) 978-2764
e: ola.reception@utoronto.ca
w: https://md.utoronto.ca/office-health-professions-student-affairs-ohpsa

Academic Accommodations
The mission of Accessibility Services at the University of Toronto is to facilitate the inclusion of students with disabilities into all aspects of university life. Their focus is on skill development, especially in the areas of self-advocacy and academic skills. **Any student with known accommodation requirements must contact Accessibility Services in advance of the start of the program.** Please begin this process as soon as possible as academic accommodations must be approved by accessibility services before they can be implemented by the program.

Accessibility Services
455 Spadina Avenue, 4th Floor, Suite 400, Toronto, Ontario, M5S 2G
t: 416-978-8060
e: accessibility.services@utoronto.ca
w: https://studentlife.utoronto.ca/department/accessibility-services/

Support for Indigenous Students
The Office of Indigenous Medical Education (https://md.utoronto.ca/office-indigenous-health) offers a variety of supports and programs for Indigenous students. Additional resources for Indigenous students are listed at: http://md.utoronto.ca/resources-indigenous-students.

Black Students Association (BSA)
The Black Students' Association (BSA) is the largest representation of self-identified Black students at the University of Toronto. The BSA remains dedicated to the education, experience, and empowerment of Black students, aiming to represent and foster black culture through community interaction and outreach. The BSA coordinates countless events and initiatives with a social, political, and academic focus, to support our future leaders: https://bsauoft.ca/

MAPS, TRANSIT, TOURS, FITNESS, ACTIVITIES & FOOD

Maps

Access an on-line map with details specific to the BScPA Program.

Transit

Information for public transit, accessible Wheel-Trans and biking can be found here:
http://www.future.utoronto.ca/transportation

Campus Tours – St. George Campus

In-person campus tours are back! Please visit https://future.utoronto.ca/visit/campus-tours/ for more information. Make sure you click on the St. George campus button.

St. George Campus

The UofT St. George campus has plenty of food options for students. Visit this site for further information: http://ueat.utoronto.ca/. Please note that all campus retail food outlets (and third-party outlets) are currently closed due to COVID-19.

Off Campus

The Village by the Grange (corner of McCaul and Dundas, near Michener and 500 University) offers a variety of food including sandwiches, Chinese, Greek, vegetarian, etc. You can access this food court from Dundas or McCaul streets.

There are a few fast-food- type places across from the main University gates on College Street. There are other assorted restaurants nearby on Baldwin Street. Everything from Korean, Japanese, Mexican, vegan, and vegetarian, many of which are quite affordable. For a more complete listing, go to:
https://www.blogto.com/restaurants/n/1/baldwinvillage/

Fitness & Activities

Students have access to the fitness facilities and clubs on campus. Please see the following websites for more information.

https://kpe.utoronto.ca/facilities-memberships
https://harthouse.ca/

UofT
COMMUNICATION /
SOCIAL MEDIA

UofT COMMUNICATION TOOLS

UofT System Status
The University of Toronto posts regular updates related to the operations of the various systems (ACORN, UTORmail+, Quercus, etc.). Although the BScPA Program makes every effort to announce planned maintenance or system upgrades, individuals are encouraged to subscribe to notifications. See https://www.utoronto.ca/campus-status to check for updates and to subscribe.

Student Contact Information
The University of Toronto Policy requires students to keep their information up-to-date on ACORN (http://acorn.utoronto.ca). Students are also expected to update the BScPA Program with any changes to their contact information. Students will be introduced to the MEDSIS 3C database and will be expected to update their biographical profile on that system as well.

SOCIAL MEDIA

Facebook: https://www.facebook.com/PA.Program.UofT
The *Physician Assistant Program UofT* page is a public forum with past, current, and future students, as well as for other stakeholders interested in the PA profession and PA education.

Twitter: @PA_Program
Instagram: uoftpa

Please ensure that any comments, posts or replies on social media are appropriate and of a professional nature.

FINAL REMARKS

Congratulations once more on joining Canada's top ranked Faculty of Medicine here at the University of Toronto!

We look forward to welcoming you into our connected, supportive, and diverse learning community where you will benefit from on-line learning and hands-on patient care. We will keep you informed of the September schedule and activities and look forward to meeting you!

Please enjoy the summer! Stay safe and healthy!

APPENDICES

1. Student Declaration of Understanding for Insurance
2. Media Release Forms