

8/21/18

JFO

## **Translating Osteopathic Understanding into Community Health (TOUCH) and Health Outreach for Medical Education (HOME)**

### **A. For those who are participating in HOME through Health Outreach through Medicine and Interprofessional Education (CLMDG 1650)**

- 1) When participating in a *clinic* event at either Vista Colina or Central Arizona Shelter Services (CASS), students will be granted 100% TOUCH hours. These hours are to be reported *truthfully and in good faith*. Commuting time to and from the shelters will not be eligible for TOUCH hours. This event should not exceed 4.5 hours. Events must be posted to the Track-it-Forward system within 30 days.
- 2) When participating in an *education* event, students will be granted 100% TOUCH hours for the **presentation only**. Preparation of presentations for education events will count for 50% TOUCH time (i.e. 1 hour of preparation=0.5 hours). Commuting time to and from the events are not eligible for TOUCH hours. The total for preparation and event should not exceed 1.5 hours. Events must be posted to the Track-it-Forward system within 30 days.
- 3) When participating in a *screening* event, students will be granted 100% TOUCH hours for the time of the event. *If you choose to stay in clinic following the screening event, that time is NOT TOUCH eligible*. Commuting to and from the event are not eligible. The total for this event should not exceed 4 hours. Events must be posted to the Track-it-Forward system within 30 days.
- 4) The Blood Borne Pathogens certification course is NOT TOUCH eligible.

### **B. For those participating in HOME as an independent student:**

- 1) Students participating in HOME outside of a course requirement will follow the above guidelines for reporting their TOUCH hours

### **C. HOME Leadership**

- 1) HOME Leadership members are able to report their hours as listed above when they are attending HOME for their course requirements.
- 2) When leadership members are participating in HOME events outside of the course requirements, members are to report their TOUCH hours as outlined in a separate document distributed by the HOME president. The HOME president and AZCOM TOUCH Coordinator (SGA 1<sup>st</sup> Vice President) are to review and agree upon this document yearly and make revisions as to align with the national TOUCH guidelines.

### **D. Falsifying Records**

- 1) As per the 2018-2019 TOUCH Program Rules and Regulations:

“Students who are found to have falsified a TOUCH record, in a first offense will receive a warning from the national TOUCH coordinator. Students who are found to have falsified a TOUCH record, in a second or subsequent offense, will receive no credit for previous hours; be deemed ineligible for TOUCH recognition the remainder of the TOUCH year; and the student’s falsification will be reported to the Student’s college by the national TOUCH coordinator”

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Questions regarding TOUCH and Service hours can be presented to 2018-2019 AZCOM TOUCH Coordinator to Jay Olson [jolson53@midwestern.edu](mailto:jolson53@midwestern.edu) or [touchcoordinator@midwestern.edu](mailto:touchcoordinator@midwestern.edu)  
The TOUCH Coordinator reserves the right to amend and revise these guidelines as necessary.