

TCOM Accreditation Operating Procedures	Approved: July 2017
COCA Element 7.1 Faculty and Staff Resources and Qualifications*	Effective: July 2017 Revised: October 2019, February 2024

<p>Element 7.1:</p> <p>At all educational teaching sites, including affiliated sites, a COM must have sufficient faculty and clinical staff resources to achieve the program mission, including part time and adjunct faculty, and preceptors who are appropriately trained and credentialed. The physician faculty, in the patient care environment at core rotation sites, must hold current medical licensure and have had AOA or ABMS board certification/board eligibility in the specialty being taught at some time in their career.</p> <p>A COM must have a mechanism to review and approve credentials of physician faculty that have never been board certified or are not board eligible by the AOA or ABMS at non-core rotations sites.</p> <p>All non-physician faculty in the patient care environment must have demonstrated appropriate qualifications in their disciplinary field.</p>

Procedure Statement:		
Procedure		Responsible Party
1.	TCOM Academic Affairs shall collaborate with Course Directors and Curriculum Directors to determine the pre-clinical faculty needs for the upcoming academic year by April 1.	Senior Associate Dean, Academic Affairs TCOM Curriculum Directors TCOM Course Directors
2.	TCOM Academic Affairs shall collaborate with the department chairs by April 1 each year to ensure adequate faculty for the upcoming academic year.	Senior Associate Dean, Academic Affairs TCOM Department Chairs
3.	TCOM shall use the three-year rolling average of the number of students eligible to enter core and required clerkships for the first time, students repeating core and required clerkships, and off-cycle students to ensure sufficient qualified clinical preceptors.	Assistant Dean, Osteopathic Clinical Education Executive Director, Osteopathic Clinical Education
4.	The projected faculty needs for graduate medical education shall be determined according to recommendations of the various residency review committees and the support commitments agreed to by TCOM.	Senior Associate Dean, Educational Programs
5.	The projected faculty needs for admissions interviews and selections shall be determined according to projections for class size and the applicant pool.	Assistant Dean, Admissions
6.	The projected faculty needs to meet research time and effort obligations shall be determined by the Office of Sponsored Programs, TCOM Chairs, and the Dean of TCOM.	HSC Office of Sponsored Programs TCOM Dean TCOM Chairs
7.	The projected faculty needs for all additional administrative requirements of the college and HSC shall be determined according to the various approved bylaws, policies, and business plans.	HSC President HSC Provost TCOM Dean
8.	The needs from all areas above shall be compared to the roster of appointed faculty to determine if the current faculty roster meets	TCOM Dean TCOM Senior Associate Deans

	<p>the curricular and accreditation requirements of all students and all required administrative functions. Consideration will be given to assuring all faculty receive adequate opportunity to meet all academic and research commitments.</p>	<p>TCOM Assistant Deans TCOM Chairs</p>
9.	<p>TCOM shall ensure the physician faculty, in the patient care environment at core clerkship sites, must hold a current medical licensure and have/have had AOA or ABMS board certification/board eligibility in the specialty being taught at some time in their career.</p>	<p>TCOM Office of Osteopathic Education</p>
10.	<p>TCOM shall have a mechanism to review and approve credentials of physician faculty that have never been board certified or are not board eligible by the AOA or ABMS at non-core clerkship sites.</p>	<p>TCOM Office of Osteopathic Education</p>
11.	<p>TCOM shall ensure all non-physician faculty in the patient care environment must have demonstrated appropriate qualifications in their disciplinary field.</p>	<p>TCOM Office of Osteopathic Education</p>
12.	<p>The college shall through this process identify and anticipate any deficiency in faculty number, qualification or distribution that will prevent the full conduct and administration of the Doctor of Osteopathic Medicine (D.O.) degree program for all its enrolled students. Any such deficiency shall be remedied through the identification and recruitment of additional qualified faculty without compromise to the curriculum or administration of the degree program or college sponsored residencies.</p>	<p>TCOM Dean HSC Provost</p>