School of Health Professions

Parent & Family Resource Information

Full Powerpoint and Guide can be found online at:
https://shp.utmb.edu/ASA/asa_orientation_info.asp

utmb Health
Office of the Dean,
Dr. Elizabeth Protas

The mission of the School of Health Professions is to provide and promote quality education, research, and service in an environment that fosters collaboration and mutual respect. We exist to develop and promote good practices in the teaching and development of our students.

The Office of the Dean provides administrative direction for the School of Health Professions. In addition, the Office of the Dean assists all departmental support staff in the areas of accounting, travel, and personnel administration.

Over the years, as a part of this campus, our school has developed a reputation for helping the university focus on its five core values: education, innovation, service, community, and diversity.

http://shp.utmb.edu/dean/

Office of Academic and Student Affairs,
Dr. Marlene Salas-Provance

The staff of the Office of Academic and Student Affairs (ASA) strives to provide students with the support necessary to accomplish their academic and personal goals. This office is involved in the academic experience of students, from orientation through commencement, and in accessing a host of student resources and services.

Other Services Our Office Provides:
- Maintain clinical affiliation contracts
- Coordinate student background checks and drug tests
- Prepare commencement programs
- Maintain academic calendar
- Coordinate student emergency response
- Investigate and resolve disciplinary infractions and grievances
- Coordinate course timetable preparations
- Coordinate SHP grade and academic records reporting
- Liaison between SHP and Academic Computing, Bookstore, Library, Registrar’s office and other units
- Review student academic audits
- Promote and coordinate SHP student organizations
- Prepare state mandated and institutional reports
- Represent students on institutional Student Affairs Council
- Represent school and departments on institutional Academic Affairs Council

http://shp.utmb.edu/asa/
Contact Information at a Glance

UTMB Website
http://www.utmb.edu

UTMB School of Health Professions
http://shp.utmb.edu/
Located on the corner of 11th & Mechanic Street

Office of the Dean
(409) 772-3001
http://shp.utmb.edu/dean/
Room 4.202 SHP

Academic and Student Affairs
(409) 772-9411 (Academic Affairs related)
http://shp.utmb.edu/asa/
Room 4.224 SHP
(409) 772-3030 (Student Affairs related)

SHP Academic Calendar
http://shp.utmb.edu/AcademicCalendar/default.asp

SHP Departments

Clinical Laboratory Sciences
(409) 772-3057
http://shp.utmb.edu/clinicallaboratorysciences/
Room 4.446 SHP

Nutrition and Metabolism
(409) 772-2578
http://shp.utmb.edu/nutr/
Room 2.202 SHP

Occupational Therapy
(409) 772-3060
http://shp.utmb.edu/OccupationalTherapy/
Room 3.702 SHP

Physical Therapy
(409) 772-3068
http://shp.utmb.edu/PhysicalTherapy/
Room 3.1042 SHP

Physician Assistant Studies
(409) 772-3048
http://shp.utmb.edu/PhysicianAssistantStudies/
Room 3.642 SHP

Rehabilitation Sciences
(409) 747-1637
http://rehabsciences.utmb.edu/
Room 4.514 SHP

Respiratory Care
(409) 772-5693
http://shp.utmb.edu/RespiratoryCare/
Room 4.506 SHP

University Student Services
(409) 747-9055
http://www.utmb.edu/studentservices/
Located at 2.114 Lee Hage Jamail Student Center

Office of Enrollment Services and Financial Aid
(409) 772-1215
http://www.utmb.edu/enrollmentservices/
Located on the 2nd Floor 2.210 of Old Red

Student Health and Counseling
(409) 747-9508
http://www.utmb.edu/studenthealth/
Located on 3rd floor of the Lee Hage Jamail Student Center

Office of Student Life
(409) 772-1996
http://www.utmb.edu/studentlife/
Located at 2.134 Lee Hage Jamail Student Center

Office of Title IX Compliance
(409) 772-2112
http://www.utmb.edu/studentservices/titleix.asp
Located at 2.118 Lee Hage Jamail Student Center

Other Campus Contacts

Moody Medical Library
409-772-2372
http://library.utmb.edu
Located on the corner of 9th & Market Street

Alumni Field House
(409) 266-BFIT (2348)
http://www.utmb.edu/AuxiliaryEnterprises/AlumniFieldHouse/default.asp
Located at 215 Holiday Drive

UTMB Bookstore
(409) 772-1939
http://www.utmb.edu/auxiliaryenterprises/Bookstore/#ad-image-0
Located on the 1st Floor of Moody Medical Library

UTMB Student Housing
(409) 772-1895
http://www.utmb.edu/AuxiliaryEnterprises/Housing/
Located in Room 110 of Vinsant Hall

UTMB Parking Facilities
(409) 772-1581
http://www.utmb.edu/AuxiliaryEnterprises/ParkingFacilities/
Located in Room 2.756 in the Rebecca Sealy Building

UTMB Police Department
Emergency 911 or (409) 772-1111
Non-Emergency (409) 772-2691
Office (409) 772-1503
Located in Room 2.712 in the Rebecca Sealy Building
http://www.utmb.edu/police/
UTMB Emergency Operations Plan

The internet link provided below is the UTMB Institutional Emergency Operations Plan. Included in the document are policies, various plans, procedures, and authority for responding to emergency situations at UTMB Galveston. The information is institutional, and is applicable to the hospitals, business and administrative offices, the schools, and institutes. All UTMB employees, students, contract employees and volunteers should have a working knowledge of the institutional emergency operations plan and the plan for their department and/or school. They will be expected to follow these plans in case of an emergency.

http://www.utmb.edu/emergency_plan/

SHP Weather Plan

The UTMB President has designated the function of initiating all stages of the Weather Plan to the Institutional Emergency Preparedness Officer (IEPO). The initial call to implement any and all phases and steps in the Weather Plan will come from the IEPO or designee.

If a weather emergency occurs outside of regular working hours (M-F, 8a.m. – 5p.m.), SHP personnel will be contacted via the Leadership Communication Tree. Each department is responsible for maintaining a department phone tree with emergency contact information for each employee and a system for communicating information during and immediately after a weather emergency.

The IEPO may issue instructions for release of nonessential employees, class cancellation and student release during any of the phases. All instructions, including class cancellation, student release, evacuation, and work/class resumption will be communicated through the broadcast media and UTMB website.

http://shp.utmb.edu/Dean/emergency.asp

City of Galveston

Hurricane Preparedness

http://www.cityofgalveston.org/491/Hurricane-Preparedness

UTMB Alerts Notification System

Is a “reverse 911” system, the application augments existing emergency communication resources such as email, web and phone-based alerts. Stay informed.

The service is only activated in an emergency situation when there is a risk of significant harm or an urgent threat. When such a threat occurs, a brief message will be sent to those subscribed to the system, updating them or instructing them to seek additional information from other existing university information sources.

Although registration in the UTMB Alerts system is voluntary, it is strongly recommended. It allows faculty, staff and students to use the campus directory to designate an email address or telephone number where an email, voice or text message can be quickly sent in an emergency. The emergency contact information stored in the system is not displayed in the directory or used for any other purpose.

http://www.utmb.edu/emergency_plan/utmbalerts/
Clinical Experiences

Each academic program in the School of Health Professions includes clinical experiences in its curriculum, and these are titled according to the custom in that profession. Regardless of titles, clinical experiences have several common characteristics:

- Students are responsible for costs associated with clinical experiences, including but not limited to food, uniforms, diagnostic equipment, housing, transportation and at some locations, parking.
- As students approach their clinical education, they are advised to visit the Financial Aid Office to make plans for possible needs.
- Departments vary in ability to accommodate requests for geographic areas or preferred facilities.
- Each department has policies on clinical experience schedules, attendance and timely arrival, confidentiality of health information, dress code, personal electronic devices, evaluation methods and resolution of problems, to name a few important matters.
- A Clinical Education Director in each department oversees clinical experiences.

CLINICAL LABORATORY SCIENCES – PRECEPTORSHIP AND HONORS PRECEPTORSHIP
While the department does not promise students a specific site, they accept requests for up to three sites. If a student cannot commit to a preceptorship, he/she may opt to postpone it but that may affect his/her graduation date. CLS schedules four, four-week preceptorships during the summer of the Junior year and at specific time frames in the Fall, Spring and Summer of the Senior year. A student may elect to take an additional two-week Special/Research Preceptorship to enhance and enrich their clinical experience and/or pursue special interests or skills.

Please see [http://shp.utmb.edu/cls/precep.asp](http://shp.utmb.edu/cls/precep.asp).

OCCUPATIONAL THERAPY – LEVEL II FIELDWORK
The department attempts to schedule its six-month clinical experiences near students’ homes or where they may have housing arrangements. The very few clinical sites that provide free housing, typically in rural areas, are on first come first serve bases. Students receive more detailed information on Level II fieldwork during the OT Department Orientation. The new OT curriculum begins with four consecutive semesters of academic course work, one semester shorter than most programs, followed by six months of clinical rotations. This efficient plan is the shortest OT program in Texas and saves money compared to other options.

PHYSICAL THERAPY – CLINICAL EDUCATION
Students complete four clinical experiences and report spending an average of $1200 per rotation. Some spend less, others more. Students likely will not be able to complete all of their clinical experiences in one geographical area. Housing and stipends, while available, are offered by a few facilities. Some students find some areas to be more expensive than others.

PHYSICIAN ASSISTANT STUDIES – ROTATIONS
Clinical rotations begin in late June following completion of didactic courses. Well in advance of beginning rotations, students complete a survey to determine where they have available housing, one consideration in developing the clinical rotation schedule. Feedback from past and current clinical students regarding schedules has been very positive.

RESPIRATORY CARE – CLINICAL ROTATIONS and INTERSHIP
The Department of Respiratory Care utilizes UTMB Hospitals and the Texas Medical Center (TMC) in Houston as primary clinical affiliates. UTMB comprises about 40% of their clinical rotations and includes John Sealy Hospital, Shriner's Burns Institute, St. Vincent's Clinic and the Texas Department of Clinical Justice Hospital. Texas Medical Center institutions include Methodist Hospital System, Memorial Hermann Hospital System, Texas Children’s Hospital, M.D. Anderson Hospital and the other participating facilities. The Department rotates students through multiple affiliates to achieve a comprehensive clinical experience. Costs include uniforms and equipment such as stethoscopes needed in the clinical setting. The majority of students live within driving distance of the two medical centers. Fuel and parking make up the greater portion of costs.

NUTRITION & METABOLISM DIETETIC INTERSHIP
Dietetic Internship Rotation sites include clinical I (general clinical), clinical II (specialized clinical experiences, such as bariatrics, pediatrics, transplant, renal, and diabetes), staff relief, hospital foodservice, school foodservice, extended care, community, and research. The Department of Nutrition & Metabolism utilizes UTMB Hospitals and facilities as primary affiliates, however some students are required to travel to other locations within Galveston and Houston Counties. The Department does their best to accommodate both the interests and location of students. The breadth of experiences ensures that each student is prepared for entry-level jobs as Registered Dietitians who will embrace values of compassion, integrity and respect.

Costs include fuel, professional attire, lab coats, and web-based resources needed in the clinical setting.