

POLICY NUMBER: 400.6 (COCA 9.1)

ADMISSIONS AND TECHNICAL STANDARDS POLICY

I. PURPOSE

To establish policies and procedures for defining and maintaining admission and technical requirements for the selection of potential osteopathic medical school students.

II. POLICY STATEMENT

In accordance with the Commission on Osteopathic College Accreditation (COCA) Element 9.1, it is the policy of LMU-DCOM to develop, define, and maintain admissions requirements and technical standards that are tied to the DO program mission for the selection of potential applicants to become osteopathic medical students of LMU-DCOM.

III. DEFINITIONS

Technical standards are the non-academic skills and abilities necessary for the successful completion of the course of study in osteopathic medicine.

IV. AUDIENCE

This policy applies to all stakeholders (faculty, staff, students, administration, and community members) interested in learning more about or participating in LMU-DCOM admission policies and processes.

V. COMPLIANCE

N/A

VI. ROLES AND RESPONSIBILITIES

Responsible Office: LMU Graduate Admissions LMU-DCOM; LMU-DCOM Admissions Committee (its function is to review and consider applicants for admission to the DO Program, advise and recommend to the Dean/Chief Academic Officer (CAO) the candidates for admission and to review criteria for screening and admission to the medical college DO Program.)

Responsible University Officer: LMU-DCOM Assistant/ Associate Dean of Admissions, Assistant/ Associate Directors of Admissions, LMU-DCOM; Chair, LMU-DCOM Admissions Committee; Co-Chair, LMU-DCOM Admissions Committee

Policy Oversight Committee: LMU-DCOM Policy Process Committee

VII. STANDARDS

COCA Element 9.1: Admissions Policy (CORE)

VIII. PROCEDURE

Admissions Prerequisites

Completion of no less than 75% of the credits required for a baccalaureate degree from a United States Department of Education (USDE) recognized accrediting body.

Successful completion of the following coursework with a grade of "C" or higher in

each course:

- Biology: Minimum of 8 semester hours (including lecture and lab)
- Inorganic: Minimum of 8 semester hours (including lecture and lab)
- Organic: Minimum of 8 semester hours (including lecture and lab)
- Physics: Minimum of 8 semester hours (including lecture and lab)
- English: Minimum of 6 semester hours
- MCAT

Labs are required in all science prerequisites unless otherwise noted.

We will accept a combination of 16 hours of inorganic, organic and biochemistry.

If you attend a Canadian university, we will accept 6 semester hours of the above science prerequisites when labs are included.

Final grades for all prerequisite courses must be verified before registration as an LMU- DCOM student.

Transfer Students

LMU-DCOM Policy 410.1 (COCA 9.3) outlines the transfer policy in accordance with COCA Element 9.3: Transfer Policies.

Application Process

PLEASE NOTE THAT THE HARROGATE, KNOXVILLE AND ORANGE PARK LOCATIONS SHARE THE SAME DESIGNATION ON THE AACOMAS APPLICATION.

STEP 1 - Complete the AACOMAS Application

LMU-DCOM participates in a centralized application service, the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS). The American Association of Colleges of Osteopathic Medicine (AACOM) offers prospective students a convenient, centralized on-line application service for accredited osteopathic medical schools. Through AACOMAS, applicants can file one electronic application. AACOMAS then verifies and distributes the information to each of the colleges designated by the applicant. Applicants can reach AACOMAS at www.aacom.org or AACOMAS, 5550 Friendship Boulevard, Suite 310, Chevy Chase, MD 20815-7231.

For AACOMAS application questions or assistance, please view application instructions which include contact information, instructions, and other important details.

STEP 2 - Complete the Supplemental Application for LMU-DCOM

When we receive your AACOMAS application, we will email a link to our supplemental application.

When you complete the supplemental application, you will pay the LMU-DCOM \$50 supplemental institutional processing fee. We will waive the LMU-DCOM \$50 supplemental institutional processing fee for LMU Master of Science students and applicants who qualify for an AACOMAS fee waiver.

STEP 3 - SUBMIT MEDICAL COLLEGE ADMISSION TEST (MCAT) SCORES

All candidates must submit their official scores on the Medical College Admission

Test (MCAT). These scores need to be reported and verified on your AACOMAS application.

Applicants with Foreign Coursework

Applicants who wish to use coursework completed outside the United States must submit their transcripts for evaluation to one of the following services:

World Education Services

P. O. Box 745, Old Chelsea Station New York, NY 10113-0745
212-966-6311

www.wes.org

Josef Silny & Associates

7101 SW 102 Avenue
Miami, FL 33173
305-273-1616

<https://jsilny.org/>

A course-by-course evaluation is required, and all coursework must be designated as undergraduate, graduate, or professional. LMU-DCOM will honor foreign coursework evaluations from only the above services. The evaluation must be included with the supplemental application.

Review of the application file by the Admissions Committee

INITIAL REVIEW

Following receipt of the applicant's completed application, a member of the Admissions Committee will holistically review the file and decide which applicants to invite for interviews. Interview invitations are sent via email.

INTERVIEWS

The LMU-DCOM interview cycle typically starts in September and concludes in June.

Each applicant participates in one interview with one faculty/staff member. The interview is closed-file and lasts up to 20 minutes.

POST-INTERVIEW DECISION

Following the interview and receipt of all necessary information, the Admissions Committee will review the applicant's file and assign it to one of the following categories: 1) Accept, 2) Alternate/Hold, or 3) Reject. Applicants will be notified in writing as soon as possible following the committee's decision.

Prior to matriculation as a first-year DCOM student, the applicant must supply DCOM with official undergraduate transcripts to confirm the grades, coursework and degrees as reported by AACOMAS.

Prior to matriculation as a first year LMU-DCOM student, the applicant must supply LMU- DCOM with official undergraduate transcripts to confirm the grades, coursework, and degrees as reported by AACOMAS.

QUALIFICATIONS

The Admissions Committee will select students for admission based on a variety of

factors.

- Academics
- GPA
- Individual course grades
- Rigor of undergraduate/graduate curriculum
- Grades in prerequisite coursework
- Upward trends in grades
- MCAT scores
- Experiences
- Exposure to osteopathic medicine
- Employment in the medical field
- Volunteer experience (especially in the medical field)
- Leadership
- Research
- Mission-fit
- Interests in rural health and/or underserved communities
- Passion, motivation and maturity

LMU-DCOM seeks to attract and retain the best and brightest applicants whose career goals are consistent with the mission and purpose of the college. We seek to enroll inquisitive, intuitive, compassionate students who are passionate about the science and art of medicine and who desire to serve others in underserved areas.

LMU-DCOM does not have minimum requirements for MCAT and GPA.

Please note that AACOMAS no longer uses grade replacement in GPA calculations; if an applicant has repeated courses, the grades for all course attempts will be factored into the GPA calculation.

We look forward to working with you in this process. Please feel free to contact us if you have any questions.

Letters of Recommendation

REQUIRED LETTERS OF RECOMMENDATION

- One Pre-Medical Committee letter
- OR
- Two letters from science professors
- AND
- One Physician Letter DO or MD

Letters of recommendation should be on official letterhead, contain a signature, and not be more than three years old.

THE COMMITTEE/PROFESSOR LETTER(S)

If using a pre-medical committee letter, the letter should include the names and credentials of all committee members.

Letters from social sciences (e.g., psychology) professors and mathematics professors will not fulfill the science letter of recommendation requirement.

International Students

- International students will *not* be considered for admission to LMU-DCOM.
- Deferred Action Childhood Arrival (DACA) students will *not* be considered for admissions to LMU-DCOM.

Technical Standards

Lincoln Memorial University-DeBusk College of Osteopathic Medicine

Technical standards are the non-academic skills and abilities necessary for the successful completion of the course of study in osteopathic medicine. The Educational Council on Osteopathic Principles has recommended the following non-academic criteria for admission and continued program participation for osteopathic medical students in programs leading to the doctor of osteopathic medical (DO) degree.

Introduction:

Lincoln Memorial University-DeBusk College of Osteopathic Medicine (LMU-DCOM) is committed to the admission and matriculation of all qualified students and does not discriminate on the basis of race, color, national origin, religion, gender, sexual orientation, or disability. Regarding disabled (or physically challenged) individuals, the College will not discriminate against such individuals who are otherwise qualified, but the College will expect that minimal technical standards be met by all applicants and students as set forth herein. These standards reflect what has been determined to be reasonable expectations of osteopathic medical students and physicians in performing common and important functions, keeping in mind the safety and welfare of the patients for whom our graduates will care.

Technical Standards:

An osteopathic physician must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to perform the activities described below, candidates for the DO degree must be able to quickly, accurately, and consistently learn, integrate, analyze, and synthesize data. To facilitate the attainment of optimum care and safety, students at LMU-DCOM must:

Behave in a manner exhibiting high moral and behavioral standards reflecting the position and status of an osteopathic physician.

Demonstrate respect for individuals and groups with consideration to the diversity of age, gender, nationality, race, religion, sexual orientation, or disability.

Students of osteopathic medicine must meet minimal technical and ability standards. The practice of medicine in general and osteopathic medicine in particular, requires the ability to learn, process, and utilize a great deal of knowledge and experience. Students must have the ability to see, hear, and touch independently to optimally assess the physical, mental, and emotional status of patients. Where a deficiency occurs, it must be compensated with the aid of prosthetics to the extent that the student's functioning is equal to that of a non-impaired student. Reasonable adaptations are those that will enable the osteopathic student to function independently and when necessary in a team-like fashion with other health

professionals in an unimpaired manner.

LMU-DCOM expects its applicants and students to meet certain minimum technical standards as outlined below. Every applicant and student of LMU-DCOM is expected to possess those intellectual, ethical, physical, and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty. The holder of a doctor of osteopathic medicine degree must have the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. LMU-DCOM has adopted these standards with due consideration for the safety and well-being of the patients for whom its graduates will eventually care.

The specific technical standards recommended by LMU-DCOM are set forth below.

Observation & Visual Integration

Applicants and students must have sufficient visual capabilities to observe demonstrations, experiments, and laboratory exercises in the basic and clinical sciences, as well as proper evaluation and treatment integration in order to assess asymmetry, range of motion, and tissue color and texture changes.

They must be able to observe a patient accurately at varying distances and with the ability to discern non-verbal communication.

Applicants and students must have the ability to determine size and depth of an object in low light at 0.3cm.

Communication

Applicants and students should be able to speak, hear, and observe patients in order to elicit information, examine patients, describe changes in mood, activity and posture, and perceive nonverbal communication. They must be able to communicate effectively and sensitively with patients in English.

Communication includes not only speech but also reading and writing. Applicants and students must be able to communicate effectively and efficiently in oral and written form with all members of the health care team in English.

Motor Function

Applicants and students should have sufficient motor function to execute movements reasonably required to provide general care and emergency treatment to patients. Examples of movements reasonably required of physicians include, but are not limited to, cardiopulmonary resuscitation (CPR), administration of intravenous medication, the application of pressure to stop bleeding, the opening of obstructed airways, the suturing of simple wounds, the performance of obstetrical maneuvers, and osteopathic manipulative medicine. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.

Sensory Skills

Applicants and students of osteopathic medicine must possess an enhanced ability to use their sensory skills. Individuals with disabilities who have significant tactile sensory or proprioceptive disabilities may require a thorough evaluation to determine if they are otherwise qualified, with or without reasonable

accommodation. Such individuals may include those with significant previous burns, sensory motor deficits, cicatrix formation, and malformations of the upper extremities.

Strength and Mobility

Medical treatments, such as osteopathic manipulative medicine and cardiopulmonary resuscitation, often require upright posture with sufficient upper & lower extremity and overall body strength and mobility. Individuals with disabilities who have significant limitations in these areas may require evaluation to determine if they are otherwise qualified, with or without reasonable accommodation.

Intellectual, Conceptual, Integrative and Quantitative Abilities

Applicants and students must be able to concentrate, analyze and interpret data, and make decisions within areas in which there is a reasonable amount of visual and auditory distraction. They must perform these functions under a time limitation and do so under a reasonable amount of stress, as physicians are expected to be able to perform such duties in diverse clinical settings where others may be present and where there is a certain degree of noise. Applicants and students must be able to accurately write prescriptions, accurately perform basic mathematical functions, and accurately and quickly read charts with minimal error in areas where there may be distractions. They also must demonstrate ability to comprehend three-dimensional relationships, and to understand spatial relationships of structures.

Behavioral and Social Attributes

Applicants and students must possess the emotional health required for full utilization of their intellectual abilities, exercise good judgment, and promptly complete all responsibilities attendant to the diagnosis and care of patients and the development of mature, sensitive and effective professional relationships with patients. Applicants and students must be able to tolerate physically taxing workloads and adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that will be assessed during the missions and educational processes.

Participation in Osteopathic Principles and Practice (OPP) Laboratory and Essentials of Patient Care (EPC) Encounters

Active participation in Osteopathic Manipulative Medicine Laboratories and Clinical Care Encounters is an admission, matriculation, and graduation requirement. During Osteopathic Manipulative Medicine laboratory and clinical care encounters, it is imperative to the educational process that the body region being examined and/or treated will need to be exposed for observation, palpation and treatment. The examination and treatment must be conducted in a respectful and professional manner.

The development of palpatory skills used for diagnosis and treatment is significant and required in osteopathic medical schools. Stedman's Medical Dictionary defines "palpation" as examination with the hands and fingers, touching, feeling or perceiving by the sense of touch. Palpation in the osteopathic educational context is the use of touch to examine the body. Palpatory skills are used in all areas of

osteopathic medical practice and are especially important in the evaluation and treatment of the musculoskeletal system.

The development of palpatory skills and ability to perform osteopathic treatments are initiated in the first- and second-year labs. This learning requires active participation in all laboratory sessions where students palpate and will experience palpation by their peers and instructors of both genders to enhance the development of their own palpatory skills. Each student will palpate a variety of people with different body types to simulate the diversity of patients expected in a practice setting. Fingernails must be trimmed so as not to impair palpation or cause discomfort to the person being palpated.

The osteopathic medical profession uses a variety of treatment models through which the student will learn the art, science and skills of osteopathic manipulative treatment. Psychomotor skills are developed by repetition and reinforcement. Reading and observation, while helpful in understanding the didactic concepts, do not develop the skills required to perform palpatory diagnosis and manipulative treatment. Each student is required to actively participate in all skill development sessions.

Dress Code in Osteopathic Principles and Practice Laboratories

The dress requirement in clinical skills training sessions is designed to promote learning by providing optimal access to diagnostic observation and palpatory experience. Wearing inappropriate clothing interferes with a partner's experience of diagnosis and treatment.

Appropriate attire must be clean and includes:

- OPP lab is a professional event. Lab attire will consist of a scrub top and bottom. This is to facilitate learning and practice of exam skills and treatment techniques while maintaining a professional atmosphere. Scrubs should be clean, without holes, and loose-fitting. Jogger-style scrub bottoms will not be allowed. Undergarments should be an athletic style that is not revealing of sensitive areas. For OPP lab, the scrub color should be blue to differentiate from anatomy scrubs.
- As you will be examining your colleagues, be mindful to keep fingernails clean, manicured, and trimmed to where you cannot see the nail over the fingertip. Acrylic nails are discouraged (if nail polish, use neutral color).
- When in the role of the patient, each student is expected to remove her/his shoes (no shoes are permitted on the tables).
- Hats or head coverings (other than for religious purposes) are not permitted in lab.
- Each student must be appropriately attired before class begins. Failure to be appropriately attired for class impedes the educational process and will not be tolerated.

Any student with a pre-existing health problem that may preclude being examined and/or treated in a clinical skills laboratory is required to submit a written request for limitation and/or exclusion to the department chair (or designee).

IX. CONTACT INFORMATION

For more information regarding this policy, please contact the Assistant/Associate

Dean of Admissions, LMU-DCOM.

Harrogate: 423-869-7200

Knoxville: 865-338-5800

Orange Park: 423-869-7740

X. DOCUMENT HISTORY

Version S23.1

Approved by LMU-DCOM Dean's Council: 05/11/22

Approved by LMU Office of General Counsel: 05/19/22

Version S24.1

Editorial Updates: 10/04/24

Version S25.1

Editorial Updates: 01/24/25

Version F25.1

Editorial updates to title, formatting and text: 08/15/25

Version F26.1

Annual Audit and editorial updates per Dean's approval: 06/23/26

Version F26.2

Editorial Updates by Assistant Dean of Admissions: 08/28/26

XI. FORMS

Admissions Prerequisites Link:

<https://www.lmunet.edu/debusk-college-of-osteopathic-medicine/do/admissions/admissions-prerequisites>

LMU-DCOM Application Process Link:

<https://www.lmunet.edu/debusk-college-of-osteopathic-medicine/do/admissions/the-application-process>

LMU-DCOM Technical Standards

<https://www.lmunet.edu/debusk-college-of-osteopathic-medicine/do/admissions/technical-standards-for-admission-and-retention>