June 12, 2023

Dear ECU PA Class of 2025,

Welcome to the Department of Physician Assistant Studies at East Carolina University (ECU) in the College of Allied Health Sciences (CAHS)! Our faculty and staff are excited to see you again in August. Over the next 27 months, we will provide the educational and clinical experiences to allow you to become an outstanding physician assistant. Below you will find information regarding the program and what you need to accomplish prior to the start of classes. At the end of this letter you will find a list of important websites as well as a student check list for reference.

Classes begin on **August 21, 2023**. There is a mandatory PA Studies orientation on **August 17 and 18** at the Health Sciences Building on the ECU West Campus. Attendance is required. You can expect Orientation to last from 8:00 am to 5:00 pm Thursday and Friday with a one-hour lunch break each day. Please plan to dress business causal for orientation. A complete agenda will be available prior to the start of Orientation on our website. There will also be a few “virtual” (online) orientation materials that you are required to complete on your own. You will receive more information about virtual materials at Orientation.

The PA Program has pre-registered students for the Fall semester of 2023; subsequently, there is no need for you to contact the Program about registration. Please log into PiratePort (see link below) to view your tuition statement and select payment options.

If you completed prerequisites in the Fall of 2022, do not assume CASPA forwarded these results. Please assure your record is up to date and shows completion of your bachelor’s degree by making sure your official transcript(s) are sent to the Graduate School on/or before **July 1, 2023**. Contact Theresa Cartwright (cartwrightt@ecu.edu) at the Graduate School if you have questions about graduate admissions.

Much of our assessment is done by computer and all course materials are posted on Canvas, a web-based learning management system. For this reason, a laptop computer (**not a tablet**) is required by the program. The PA Program requires certain specifications for laptop computers (please see link below), and **only the laptops with these specifications are supported by the university for technological support**. Your computer must have an integrated or free-standing webcam and microphone of sufficient quality to participate in live teleconference
(Microsoft Teams, Webex, etc) meetings. For both days of Orientation, bring your charged, working laptop as the availability of electrical outlets in the classroom is limited.

In addition to your laptop computer, you will also be required to have a cell phone with video capabilities. The phone must be capable of sustained video use (2 hrs. or more), for applications such as Webex and Microsoft Teams. You will need to secure adequate internet access and speed to participate in live online meetings, download and upload large video files, and participate in proctored testing should the need arise.

The Graduate School requires compliance with ECU student health policies for admission. ECU requires that all students be in full compliance with the North Carolina immunization law and have completed all immunizations listed under Schedule A on the student health form. This form must be submitted to student health services. Your classes will be dropped by the University if you fail to submit this requirement.

The PA Program requires additional immunizations in compliance with the ECU healthcare provider guidelines. A list of all required vaccinations can be found on our website. We strongly recommend receiving the COVID vaccine prior to matriculation. Many, if not all, clinical sites will require students to be fully vaccinated against COVID-19. Immunization information will be housed in Castle Branch and will be due by July 1, 2023. Please keep the program informed of your progress as you complete any outstanding or missing items.

Students are responsible for maintaining personal health insurance throughout the PA Program. Documentation of insurance coverage must be submitted via Castle Branch by July 1, 2023 and kept up to date; therefore, any changes in insurance coverage must be submitted to Castle Branch immediately. Students are eligible for health care by appointment or on an urgent care basis in the ECU Student Health Center as a part of their general university fees, but personal health insurance is still required. The costs of services of off-campus providers and at agencies other than the Student Health Center are not included in the ECU health fee. The student health insurance plan (SHIP) may be purchased through ECU Student Health Services. For further information, contact Student Health Services at the link listed below.

Basic Life Support (BLS) for Healthcare Providers (American Heart Association) certification is required for enrollment and is to be maintained for the duration of the Program. No other CPR course will be accepted. Certification must be completed by the start of classes in August. Documentation of current BLS certification should be submitted through Castle Branch.
A Medical Terminology exam is given during the first week of classes to demonstrate basic competence. We recommend that you review terms this summer. We have included a free, online medical terminology resource for your use on the attached checklist.

A textbook list for the first Fall semester can be found on our website. You may order your books from ECU Dowdy Student Store or online from a retailer of your choice. Many of the required books you will use over the first four semesters are available online at no cost through Laupus Library. Please note that some of the books, however, are only available in print form and you are required to purchase those texts. Please have your textbooks prior to the start of class. Students are encouraged to compare costs with various vendors when purchasing textbooks.

A list of required medical equipment and supplies is included with this letter. You are free to purchase your supplies wherever you choose. The ECU Dowdy Health Sciences Store here on campus will also have the required supplies if you choose to purchase from them. We will be sending you a bookstore order form (including prices) in the next few weeks as soon as it is available. You are each required to purchase 2 sets (top and pants) of navy blue scrubs. The scrubs may be whatever brand you choose, as long as they are basic matching scrubs in solid navy blue color. Scrubs are required attire for labs and other events, and many students choose to wear them to class also. The ECU Health Sciences Store carries the Landau Proflex line of scrubs, which you can purchase directly from them, if desired. The bookstore also offers (optional) name embroidery on scrubs for an additional charge. Please note, the short white lab coat must be Meta style 738 or 739.

You may choose between the 3 stethoscope types listed on the supply list and are free to customize your stethoscope colors. I suggest you visit the Littmann website to review the features of each stethoscope before purchasing one. A stethoscope is an investment that will serve you for many years in your PA career!

Please visit the links provided below. If you have any further questions, please email Mr. McKezion Williams at williamsmc22@ecu.edu.

Congratulations, and we look forward to seeing you soon. Go Pirates!

Sincerely,

Tina Seemann, MHS, PA-C
Associate Director of Didactic Education
East Carolina University
Dept. of Physician Assistant Studies
ECU PA Studies Program Checklist
Class of 2025

☐ Transcripts to Graduate School by July 1, 2023
   https://gradschool.ecu.edu/
   ○ Theresa Cartwright - cartwrightt@ecu.edu

☐ Upload documentation to Castle Branch by July 1, 2023
   https://www.castlebranch.com/
   ○ Immunizations
     PA Department requirements: https://pa.ecu.edu/requirements/
   ○ CPR (American Heart Association BLS for Healthcare Providers)
   ○ Criminal Background Check
   ○ Drug Screen
   ○ SSN Disclosure
   ○ Media Consent
   ○ Personal Health Insurance

☐ Submit required documentation to Student Health Services
   https://studenthealth.ecu.edu/

☐ Student Health Insurance Program (SHIP) - https://studenthealth.ecu.edu/ship/

☐ Obtain laptop computer with Program and University specifications
   https://itcs.ecu.edu/pirate-techs/student-computer-requirements/

☐ Orientation information (to be posted this summer)
   https://pa.ecu.edu/resource-links/

☐ Purchase textbooks prior to first day of class
   https://pa.ecu.edu/resource-links/
   https://ecu.bncollege.com/

☐ Purchase lab coats, patches, medical instruments, and scrubs by the start of the second week of classes (see attached list)
   https://ecu.bncollege.com/

☐ Contact the Financial Aid office early to make any necessary arrangements
   https://financialaid.ecu.edu/
   ○ Deana Summerlin - summerlind@ecu.edu
☐ Contact the Cashier’s office about payment plans
   https://financialservices.ecu.edu/cashiers-office/

☐ Review Medical Terminology (Proficiency exam will be given week 1 of classes)
   University of West Florida Pressbooks
   https://pressbooks.uwf.edu/medicalterminology/

☐ Register your PirateID and create your password
   https://pirateid.ecu.edu

☐ Explore PiratePort to locate important information and services at ECU
   https://pirateport.ecu.edu

☐ Website for admitted graduate students on preparing to start Graduate School at ECU
   https://gradschool.ecu.edu/new-students/
# Physician Assistant Program Supplies List – 2023

<table>
<thead>
<tr>
<th>Required Item</th>
<th>Purchasing Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stethoscope: <strong>choose one</strong> from choices below; any color/finish</td>
<td>ECU Dowdy Health Sciences Store pricing &amp; order form coming soon</td>
</tr>
<tr>
<td>Littmann Classic III Stethoscope</td>
<td></td>
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<tr>
<td>Littmann Cardiology IV Stethoscope</td>
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</tr>
<tr>
<td>Littmann Master Cardiology Stethoscope</td>
<td><strong>Feel free to purchase supplies elsewhere</strong></td>
</tr>
<tr>
<td>Manual blood pressure cuff with sphygmomanometer*</td>
<td></td>
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<tr>
<td><strong>PA Medical Tools Kit</strong> (includes penlight w/batteries, EKG calipers, 512 tuning fork, 256 tuning fork, reflex hammer, bandage scissors, soft case with zipper.)</td>
<td>Sold by ECU Health Sciences Store only; pricing info coming soon</td>
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<tr>
<td>Or purchase items individually below:</td>
<td></td>
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<tr>
<td>Penlight - disposable OR Penlight w/AAA batteries</td>
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<tr>
<td>EKG Calipers</td>
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<tr>
<td>Tuning Fork – 512Hz</td>
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<tr>
<td>Tuning Fork – 256Hz</td>
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<tr>
<td>Reflex Hammer</td>
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<tr>
<td>Maxwell Quick Medical Reference w/Eye Chart</td>
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<tr>
<td>Privacy Filter for Laptop Screen</td>
<td>Purchase from office supply store or online</td>
</tr>
<tr>
<td>ECU PA Patch for White Coat</td>
<td>From ECU Health Sciences Store; info coming</td>
</tr>
<tr>
<td>White Consultation Coat (Meta 738/739)**</td>
<td></td>
</tr>
<tr>
<td>2 sets (top &amp; pants) of <strong>matching solid navy blue</strong> scrubs**</td>
<td></td>
</tr>
<tr>
<td>ECU Name Tag w/engraving</td>
<td>Information coming at orientation</td>
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<table>
<thead>
<tr>
<th>Optional Item</th>
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</thead>
<tbody>
<tr>
<td>Name embroidery on white coat or scrubs (2 lines)</td>
<td>From ECU Health Sciences Store; info coming</td>
</tr>
<tr>
<td>Stethoscope/Equipment Case</td>
<td>Amazon (see example link below)</td>
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</tbody>
</table>

*Examples of acceptable bp cuffs include: ADC Diagnostix 700, 720, or 760; MDF Instruments MDF808M11 or similar

**SCRUBS & WHITE COAT: Scrubs may be any brand as long as they are basic matching scrubs in solid navy blue. You may choose to have your scrubs and/or white coat embroidered. ECU Health Sciences Store has the embroidery requirements of the department. You must utilize them for consistency in embroidering. Please order early so you will have them before classes begin. White Coats must be Meta style 738 or 739.

Optional stethoscope case example: [https://www.amazon.com/gp/product/B089CNS3ZJ/ref=ppx_yo_dt_b_search_asin_title?ie=UTF8&th=1](https://www.amazon.com/gp/product/B089CNS3ZJ/ref=ppx_yo_dt_b_search_asin_title?ie=UTF8&th=1)