

# M3 Clerkship Guide

*Resources & advice to help you thrive during M3 year and succeed on rotations.*

Hey rising M3s! Many students that have come before you have helped put together this M3 clerkship guide to help you prepare for your upcoming clinical rotations. All of the information in this packet is from students, although much of it has been reviewed by faculty as well. Our aim is to help decrease anxiety and make the transition to third year easier. You've mastered how to sit in a classroom and take tests. Now the fun begins! You will learn to interact with patients, gather data and use all the information you learned in your M1 and M2 years to treat patients. Hopefully, this guide will help you become the best clerkship students possible!

Best of luck!

- MSEC and Clinical Sciences Subcommittee Representatives Past & Present

**Disclaimer:** *All of the information in this packet comes from student experiences and reflections and is not the official orientation packet for any clerkship or rotation. All information is subject to change. Please see the clerkship orientation information for the most updated information.*

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# Dress Code: Helpful Tips for Looking Professional on Clerkships

In general, you either wear scrubs or business attire on rotations. Whether or not you wear your white coat depends on the rotation, the attending, and clinic vs. inpatient. Best advice -- go by what your residents and attending are doing. For example, on OBGYN, most students will not be wearing their white coats. In an internal medicine clinic, though, most students probably will be!

## Examples of acceptable professional clothes:

- Dress pants / khakis
- Button down shirts / blouses
- Comfortable dress shoes / flats / loafers
- Skirts
- Dresses
- Comfortable loafers / flats

\*Main thing to consider is can you accomplish your clinical duties with your outfit (moving around the clinic workroom, examining patients, walking on rounds, etc!)

\*\*\*PLEASE SEE FORMAL UTHSC APPEARANCE POLICY FOR A MORE DETAILED EXPLANATION OF EXPECTATIONS\*\*\*

## Scrubs

- Scrubs are worn on most surgical rotations and on many rotations for the “wards” portion. If you’re on a surgical rotation at Regional One, you will need grey ROH scrubs (you will be told how to get these when you start the rotation). At other hospitals, blue Methodist or Baptist scrubs are available for students in the locker rooms. You can also purchase your own scrubs to wear on wards when a specific scrub type is not required (i.e. internal medicine most places).

## Shoes

- Make sure to wear comfortable shoes, especially when wearing scrubs! Tennis shoes are very popular, but if you go to the OR you will usually put on shoe covers to protect the cloth. Danskos are another brand of footwear seen a lot on on surgery and OBGYN because they are excellent support for prolonged standing and can be easily wiped off. There are a thousand “off brand” type clogs as well that work just as well.. Piece of advice: invest in a starter shoe that’s less expensive and figure out what you like before investing in a shoe that you may find uncomfortable



# Writing Notes:

As a medical student, you will either write notes in the chart or computer notes for the patients you are following. You will write a history and physical on all new patients you work up (and consults) and a SOAP note on the patients each morning. A SOAP note is the same thing as a Progress Note. You should develop your own system so that you can remember it each time. Each attending may want your notes a little different, so just tailor your H&Ps and SOAP notes to the attending's expected format. Also, different items are included for different rotations, ex. OB and psych have different formats, but they will teach you on the rotation. Here is an example of what should be included in most notes regardless, though.

## History and Physical

### Date/Time

**Chief Complaint:** why is the patient at the hospital/clinic

**History of Present Illness:** Timing, duration of symptoms, exacerbating and relieving factors, location, setting, severity (on a scale from 1-10), quality (describe the symptom), associated symptoms,

**Past Medical History:** Things patients have been treated for in the past

**Past Surgical History:** Any previous surgeries

**Family History:** Diseases that run the family

**Social History:** tobacco (always get pack years), alcohol (always ask CAGE Qs), illegal drugs, education, and employment

**Allergies:** Drug allergies and other allergies

**Medications:** Current medications, dose, rout, and schedule

**Review of Systems:**

**Physical Exam:** Includes general appearance, vital signs, and all body systems

**Labs:** use skeletons found in Maxwells for CBC/ CMP/electrolyte/coags

**Radiology:**

**Assessment:** Age, gender, what they are admitted for, likely diagnosis, prognosis, current condition

**Plan:** What are you going to do for each diagnosis. Include DVT prophylaxis and GI prophylaxis if needed.

**Signature:** John Doe, M3

## SOAP Note (M3 Progress Note)

### Date/Time

**Subjective:** What the patient tells you (or family/nursing if patient can't talk)

**Objective:** Vital signs, Ins and Outs (I/O) physical exam, labs, radiology

**Assessment:** Age, gender, what they are admitted for, likely diagnosis, prognosis, current condition

**Plan:** What are you going to do for each diagnosis? Include DVT prophylaxis and GI prophylaxis if needed.

**Signature:** Jane Doe, M3



# Student Health Information

1. **Memphis**
  - a. UTHSC Student Health 24/7 on-call provider for urgent issues: 901-541-5654
  - b. UHS: M-F 8:00am-5:00pm. Closed daily between 1:00pm and 2:00pm; make appt 901-448-5630
  - c. Mental health concerns on/off campus: **SAP** (Student Assistance Program) 1-800-327-2255. Providers are available nationwide, allows face-to-face appointments or by telephone, at no cost to you.
  
2. **Knoxville:** Students may go to UTK Student Health Service for medical care and/or behavioral health care. They are to state that they are a UTHSC student and any fee should be billed to UT Health Science Center
  - a. UTK Student Health: 865-974-3648
  - b. UTK Counseling Center: 865-974-2251
  
3. **Nashville:** For the time being, special arrangements have been made to provide students access to Vanderbilt Student Health Center for medical care and urgent behavioral health care
  - a. Vanderbilt Student Health Center: 615-322-2427 to make an appt
  - b. For behavioral health counseling, contact **SAP** (Student Assistance Program) 1-800-327-2255. Providers are available nationwide, allows face-to-face appointments or by telephone, at no cost to you.
  - c. For problems encountered while at Vanderbilt, contact Jennifer Swails at 615-343-4083
  
4. **Chattanooga:** Students may go to UTC University Health Services for medical care and/or behavioral health care. All services are billed on your insurance. Students may receive behavioral health counseling at NO charge through **SAP**
  - a. Medical Office Supervisor: Henrietta Gilbert at 423-425-9378
  - b. If problems arise, contact UTC University Health Services campus rep: Nancy Badger at 423-425-5329
  - c. Appointment Desk: 423-778-9303
  - d. Nurse Line: 423-778-9336
  - e. UTC Counseling and Personal Development: 423-425-4438
  
5. **Questions?** [www.uthsc.edu/univheal](http://www.uthsc.edu/univheal) or call Christa Deiss at 901-448-5064



# Shelf Exam Study Guide

**Disclaimer:** this is advice from former students not to be taken as a guarantee of a passing shelf exam score but merely as recommendations for success

Also, OnlineMedEd is a fantastic online resource that is highly recommended for all clerkships, especially Internal Medicine and Surgery. They are quick ~20min videos with great summaries, simple problem solving algorithms, and test taking strategies.

## **Several resources are recommended for all clerkship shelf exams:**

- **UWORLD** → This is the biggest resource to utilize when studying for shelf exams. You'll gain exposure to critical content and practice working through the clinical reasoning needed to succeed with NBME style questions. Try to get through as many questions as you can throughout the rotation for that section.
- **Practice NBMEs** → It is extremely wise to take practice NBMEs for each clerkship you are on (especially for your first one). Take more at the beginning and then get a feel for if you need to take more than one moving forward -- this is a personal decision.
- **Online Med Ed** → This free online video library is great for "pumping up" areas or topics that you're weak on when prepping for the shelf. You don't have to go through the entire clerkship related videos, but it's great for building your content knowledge.

**The following are extra resources that may help for specific clerkships:**

### **OBGYN**

- a. Casefiles
- b. ACOG questions: <https://www.apgo.org/student/uwise2.html>
- c. Emma Holliday OBGYN
- d. Dr. High Yield OBGYN

### **Medicine**

- a. Internal Medicine Clerkship Review from Univ. of Texas San Antonio: <http://som.uthscsa.edu/StudentAffairs/thirdyear.asp>
- b. Emma Holliday Medicine
- c. Casefiles Medicine
- d. Dr. High Yield Medicine

### **Surgery**

- a. Pestana Notes (small book) - great for high yield concepts, small enough that you can carry it around in your scrub pocket and read it during downtime



- a. DiVirgilio's Surgery: A Case-Based Clinical Review. It's basically a more fleshed-out version of Pestana & a quick, well organized review.
- b. Surgery Clerkship Review from Univ. of Texas San Antonio
- c. Emma Holliday Surgery
- d. Dr. High Yield Surgery
- e. NMS Surgery Casebook (smaller): This is pretty much the standard "text" that everyone reads for surgery.
- f. NMS Surgery Textbook (bigger): People who scored highest in my block used this resource and apparently there are questions in it as well.
- g. Recall Surgery- This book really doesn't have much yield for the shelf exams, but it is helpful for your day-to-day pimp questions. Basically, it will make you look smart in the OR (at least not dumb).
- h. ***For the Surgery Oral Exams***: Can be pretty nerve-racking, but no need. Just pay attention while you're on the rotation, study for the shelf exam, and you'll be fine. Most everyone gets around a 90 on this if your thoughts are coherent and your logic is sound. Expect common things. Wear professional dress (no scrubs).

### **Psychiatry:**

- a. First Aid for the Psychiatry Clerkship: great resource, recommend reading cover to cover.
- b. Psychiatry Clerkship Review from Univ. of Texas San Antonio
- c. Lange Q&A Psychiatry (10th Ed): This was just more questions in order to get some more practice.
- d. Casefiles Psychiatry: Use the questions at the end of each chapter instead of reading this one cover to cover.

### **Neurology**

- a. Casefiles Neurology: It will give you a good overview of everything.
- b. Blueprints Neurology. May be overkill in some areas, but a good overall review with plenty of detail.
- c. Lange Q&A Neurology: Just some extra practice questions if you need them.

### **Pediatrics:**

- a. BRS Pediatrics: There are questions at the end of the chapters and a comprehensive exam in the back of the book. There is a TON of good information in here.
- b. Casefiles Pediatrics.
- c. Pretest Pediatrics
- d. Pediatrics Clerkship Review from Univ. of Texas San Antonio
- e. First Aid for the Pediatrics Clerkship: It's super in depth and way too much for shelf prep. Good source for looking up information while on the clerkship.





f. Emma Holiday Review Videos

\*\*What are Slide exams? This is a quiz that accounts for 10% of your final grade in the pediatrics clerkship. ***Any information from the assigned Aquifer cases is fair game for the Slide exam!*** Plus do practice questions - these will help for the slide and the shelf!

**Family Medicine:**

- a. AAFP Board Review Questions: There are about 1400 or so questions, and these are what you need to study the most. Keep a log because the site does not do it for you. Register for a free AAFP account ASAP. It takes about ONE WEEK for them to verify you and give you access to the site.
  - i. <http://www.aafp.org/cme/cme-topic/all/bd-review-questions.mem.html>
    1. Click on the “Start Now” button on the right side of the screen
  - ii. Keep in mind these questions are designed for family medicine residents and therefore a lot of the material may be new/more difficult than anticipated.
- b. Case Files Family Medicine: This book is not comprehensive but covers the “high yield” topics that frequently appear on the shelf exam.
- c. USPSTF A and B Recommendations: Excellent and brief review of “high yield” screening guidelines sure to show up on the shelf exam. Memorize these. (<https://www.uspreventiveservicestaskforce.org/Page/Name/uspstf-a-and-b-recommendations/>)
- d. PreTest for Family Medicine: Just do chapters 3 and 4 (acute and chronic illnesses).
- e. Swanson’s Family Medicine Review: If you are taking family medicine before a lot of your other core clerkships (medicine, pediatrics, ob-gyn) for example, this might be of value.



# Policy on Excused Absences:

**Please Note:** While a preliminary version of the College of Medicine’s formal absentee policy is written below, every clerkship is slightly different in terms of flexibility. Just remember, it is always better to ask as much in advance as possible, and speaking directly to your Resident on a one-to-one basis is usually your best bet. They remember what it is like to be medical students and will often be on your side in terms of scheduling difficulties.

There may be various reasons for a student to be absent from a clerkship. These may include:

- **Funerals-**

Students may be excused for the death of immediate family. It will be at the discretion of the CD as to what “immediate” means, how much time will be given off, and how much needs to be made up and when. Discuss directly with your Clerkship director and attending.

- **Doctors’ appointments-**

Requests for time off for doctors’ appointments should be approved through the CD as soon as possible, preferably 30 days before the start of the rotation. Ideally these appointments should be scheduled at a time that is least disruptive to patient care or education (cannot be scheduled for the day of a shelf exam, day of a slide exam, day of an OSCE, etc).

- **Weddings-**

Students should submit a request in writing for permission to be absent from the course no less than 30 days before the start of the clerkship. Being excused for travel to a wedding will count toward one of the student’s “wellness days”

If a student knows that multiple weddings and or travel will occur during a certain time of the year, the student may need to take a 2-week option block if their schedule and elective credit count allows.

- **Step II CK**

Students must complete all CORE M-3 clerkships before taking the Step II CK.

Students should submit a request in writing for permission to be absent from an elective at least 30 days prior to the beginning of the rotation.

Permission must be obtained from the CD and faculty member in charge of the elective.

- **Residency Interviews-**

Students may not be excused for traveling for interviews in required CORE rotations/JI’s. Students should submit a request in writing for permission to be absent from an elective at least 30 days prior to the beginning of the rotation. Permission must be obtained from the CD and faculty member in charge of the elective.



- **Presentations-**

Students are both encouraged and required to take part in scholarly projects including research, patient safety/quality improvement, or in community and global population health. Many of our students are involved in ongoing research projects and many may be invited to present their work at regional or national meetings. The clerkship directors wish to encourage scholarly activity and will work with students to allow them to present their work with as little impact on patient care and team responsibilities as possible.

- Students should submit a request in writing from permission to be absent from the course for the purpose of presenting scholarly work.
- The invitation to present the work should be included with the request for an excused absence.
- The request should be submitted as soon as the student receives the invitation to present at the meeting.
- Clerkship Directors may refuse the request for time off if it is made less than 30 days before the requested excused absence, or if the duration and timing are deemed detrimental to the student's education.

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**For the most updated information on requesting time off from a clerkship, please see the official Excused Absence and Wellness Day Policy from the College of Medicine as posted on OLSEN:**

<https://uthsc.policymedical.net/policymed/anonymous/docViewer?token=de47aa28-16aa-408b-9c96-cb04f232964f&dtoken=384bc83b-53c4-4f5b-bdcc-da934a57ef8e>

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# Memphis



# Internal Medicine-Memphis

**Course Director:** Tina Mullick, MD  
dborsche@uthsc.edu  
(901) 448-6820

**Course Coordinator:** Stefano Cannioto  
[scannio1@uthsc.edu](mailto:scannio1@uthsc.edu)  
(901) 448-6809

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Yes
  - b. How do you make this request: call or email Mr. Cannioto.
2. Orientation:
  - a. Location: Coleman Building. You will be e-mailed instructions with the room number.
  - b. Duration: 8:00-9:30
  - c. What to wear: Business attire
  - d. Do you go to work afterwards: Yes
  - e. What do you do (ex. go over syllabus, computer training, etc.): Go over syllabus
  - f. Any paperwork needs to be filled out beforehand: Yes. See e-mail from course coordinator before rotation.
  - g. Any online training modules: Yes for VA and Baptist
3. The rotation:

**Outpatient:** The outpatient portion of the clerkship is designed to provide students with a broad view of outpatient (General Internal Medicine) and subspecialty medicine opportunities including sub-specialty clinics. Students will attend clinics five days per week with an outpatient preceptor. To get the most out of this experience, students should be proactive in trying to see patients on their own when permitted. Students are required to have each outpatient preceptor sign their ambulatory patient form per 1/2 day clinic during the 2-wk rotation.

**Inpatient:** At the Memphis campus, the clerk will rotate through two of the following hospitals: the Regional Medical Center (ROH), the VA Medical Center (VAMC), the Methodist University Hospital (MUH), the Baptist Memorial Hospital - East (BMH-E). The educational effort of the Clerkship centers around the ward team (inpatient month). Students should carry 4-5 patients each day. Daily responsibilities include attending morning checkout and morning report, pre-rounding on patients, writing H&Ps on the patients you admit, writing daily

progress notes on each patient, attending daily rounds and presenting your patients, following up patients, and create a differential and management plan yourself

a. **ROH**

- i. EMR?: Cerner. Paper Charts in ED will have EKGs and other pertinent documents oftentimes.
- ii. What door codes do you need: No codes needed; just get badge updated.
- iii. Where do you get door codes: Get badge updated on 5<sup>th</sup> floor Adams.
- iv. Where do you get ID badge: Security office on 1<sup>st</sup> floor of Chandler Building, take paperwork from orientation
- v. Day to day expectations: Get there around 6 (depending on attending), see patients and write notes in chart, turnover at 7:30 in the Medicine library on 5<sup>th</sup> floor Adams. Morning report after turnover, rounds vary based on attending. Grand Rounds at 8am in Coleman on Wednesdays.
- vi. Night call?: No. Long call every 4th day until 5:00-7:00 pm during the week (admit last patient at 5, so may stay later). On weekends long call is until 7:30 (admit last one at 7:30, then turnover from 7:30-8:00pm in the Medicine resident lounge on the 5<sup>th</sup> floor Adams building.
- vii. Weekends?: Work 1 weekend day. If your team's long call day falls on a weekend day, you will stay until sign out in the evening.
- viii. Where do you sleep if on call: N/A
- ix. What to wear: Attending dependent, scrubs or business attire
- x. If scrubs, where do you get them: None provided; From other rotations
- xi. Where do you put personal belongings during the day: Medicine lounge on 5<sup>th</sup> floor Adams building.
- xii. Free food?: Sometimes lunch is provided at noon conference in Coleman building.
- xiii. Good places to study during downtime at hospital: Medicine library
- xiv. Patient/procedure log: Yes, online using iLogin

b. **VA**

- i. EMR? Yes. CPRS. Will need to go through process to activate your username (if first time rotating at the VA) or if has been a couple of months since last at VA (you have to reactivate). There is a coordinator at the VA who will help you (VA Trainee Onboarding Team 1030 Jefferson Ave. Trainee Education/11A Memphis, TN 38104 [vhametraineeonboarding@va.gov](mailto:vhametraineeonboarding@va.gov)) Phone: 901-577-7207

- ii. What door codes do you need: For individual resident team rooms and ER.
- iii. Where do you get door codes: Ask your resident
- iv. Where do you get ID badge: Downstairs in security. Must make an appointment. Must go through process to get your badge in advance. It requires fingerprinting, limited hours to actually get your photo taken, and then waiting for the badge to be processed and printed. Don't wait until a month before your rotation at the VA to get your ID badge because it will most likely be too late.
- v. Day to day expectations: Get to hospital around 6:30, go see patients and update the patient list (it is very important to update the census number for your team list). Go to morning report/turnover at 7:30. Grand Rounds telecasted at 8:00 on Wednesdays. Lunch lectures everyday in Coleman. Round each day, time depending on attending. Schedule varies day to day based on call day (VA is on a 5 day rotation system). Ask resident for explanation of call schedule.
- vi. Night call?: No night call, but long call until 7:30 every 5<sup>th</sup> day
- vii. Weekends?: Come in one weekend day to see patients and round (if long call occurs on the weekend, expect to have to go in that day)
- viii. Where do you sleep if on call: N/A
- ix. What to wear: Business attire or scrubs, it is attending dependent.
- x. If scrubs, where do you get them: From previous rotations
- xi. Where do you put personal belongings during the day: In team room
- xii. Free food?: Sometimes lunch is provided at lectures. Coffee at morning report. Free snacks in snack room on the first floor.
- xiii. Good places to study during downtime at hospital: In team room. Note: no wifi in the VA. uWorld is on computers already.
- xiv. Patient/procedure log: Yes, online under SIS Clerkship tracker

**c. Baptist Hospital**

- i. Primary Attending: Dr. Julius Cronin [jcronin4@uthsc.edu](mailto:jcronin4@uthsc.edu) , (803) 463-4647

- ii. Resident contact: Chief of Residents [medchiefs@uthsc.edu](mailto:medchiefs@uthsc.edu)
- iii. EMR: YES – Baptist uses an Epic EMR product we call Baptist OneCare. Training classes are required for all users before access will be granted. Information concerning these classes is available through the Baptist GME office. EMR Training should be scheduled a minimum of three weeks before rotation start date. Contact the GME office to schedule training. Please note that EMR access lapses after 6 months of inactivity, so please log in monthly to maintain your Epic Account. Students must contact Baptist GME (see below) to schedule EMR classes. Stefano Cannioto, the IM Clerkship coordinator, can help you [scannio1@uthsc.edu](mailto:scannio1@uthsc.edu)
- iv. What door codes do you need: None. Your Baptist ID badge will allow you entrance to the GME suite and any other secured doors through which you will need to pass.
- v. Where do you get door codes: Not applicable. See below
- vi. Where do you get ID badge: Baptist ID badges can be made in the Baptist Security office on the Concourse level. Usual hours for badges are Monday through Friday from 8:30a – 4:15p but are not available on “Payroll Mondays” every other week. Call 901-226-5520 for clarification. Baptist ID badges will be needed before beginning or on the first day of the rotation. The GME suite is a secured area and access is only available with a Baptist badge. Please report in the GME Suite at Baptist East 6025 Walnut Grove, Suite 417, Memphis, TN 38120. You can call Baptist GME at 901-226-1350.
- vii. Day to day expectations: Get to the hospital between 8-9am. See patients, write progress notes, and round with attending typically around 10am. Anywhere from 5-15 patients on the team per day.
- viii. Night call: None
- ix. Weekends: Come in one weekend day to see patients and round. Shorter than a typical weekday.
- x. Where do you sleep if on call: Medical students do not take call but sleep rooms are available in the GME suite.
- xi. What to wear: Scrubs or office casual, lab coat, Baptist ID badge are required. Acrylic nails, hoodies, and open toed shoes are not permitted.
- xii. If scrubs, where do you get them: Baptist provides scrubs for surgical purposes only.
- xiii. Where do you put personal belongings during the day: Lockers are available in the GME office. You can bring a lock if you wish.



- xiv. Free food: Breakfast and lunch are provided free of charge in the Baptist Physicians' Dining Room (PDR) accessible with your Baptist ID badge. You must sign the book by the silverware for meals.
- xv. Good places to study during downtime at hospital: The resident office area in the GME suite is available 24/7. The Bronstein Library (medical staff library) is available Monday through Friday from 7:30a – 4:00p. You can also access the library after hours with your Baptist ID badge. Access to the Internet is only available for medical students through the Bronstein Library computers.
- xvi. Patient/procedure log: Available online at <http://operational/sites/AdminPP/default.aspx> from any Baptist computer.

d. Methodist

- i. EMR? Yes – Cerner (Lori Kessler at [lori.kessler@mlh.org](mailto:lori.kessler@mlh.org) or 901.516.8529) / Cornerstone Online Training (Pam Thompson at [Pamela.Thompson@mlh.org](mailto:Pamela.Thompson@mlh.org) or 901.516.0370)
- ii. Where do you get ID badge: Centracom office. The security office (Centracom) is located behind the Medical Staff Auditorium. Knock on the door for entry. If no one answers, call the main security line at 901.516.7765.

4. Grades

- a. Percentages for evaluations and shelf: 66.66% evaluations (2/3), 33.33% shelf. The minimum passing score is the 5th percentile adjusted for the quarter of the year. The minimum score to be eligible to receive an “A” for the clerkship is the 50th percentile adjusted for the quarter of the year (check on syllabus/with clerkship coordinator about shelf minimums as they may change).
- b. Evaluations: Vastly based on inpatient month (4-wk+2-wk). The evaluation will be based on EPAs (Entrustable Professional Activities) and accounts for 2/3 of the final clerkship grade (66%) and completed on eMedley.

5. Lectures

- a. a. Core Conference Series - Case conferences (didactics) meet on Friday afternoons at 1:00 PM – Coleman building, 956 Court Avenue (unless otherwise specified). Students are required to attend ALL learning sessions.
  - i. Medicine Grand Rounds
  - ii. Other Conferences/Rounds

# Pediatrics – Memphis

**Course Director:** Kristen Bettin, MD, MEd

[kbettin@uthsc.edu](mailto:kbettin@uthsc.edu)

(901) 287-6292

**Course Coordinator:** Angie Cooper

[acoop28@uthsc.edu](mailto:acoop28@uthsc.edu)

(901)-287-6321

## 1. Before the rotation:

a. Can you request sites/MDs/teams: Yes. Can request inpatient/outpatient first, your inpatient team (A, B, C or D) and outpatient clinics and preceptor. Email Angie Cooper 1 month in advance.

## 2. Orientation:

a) Location: FOB (Faculty Office Building) Education Classroom

b) Duration: 7:30-11:30 am.

c) What to wear: Business attire

d) Do you go to work afterwards: Inpatient-go meet teams, will likely be put to work. Outpatient-yes, go to afternoon clinic as per your schedule

e) What do you do (ex. go over syllabus, computer training, etc.): Syllabus and layout of outpatient and inpatient. Inpatient/outpatient stays for separate orientation.

f) Any paperwork needs to be filled out beforehand: Yes, want to get access to LeBonheur/Methodist PowerChart asap

g) Any online training modules: no

## 3. The rotation:

a) What door codes do you need: The only code you'll need is for the med student call room (that you likely won't use) on the 6<sup>th</sup> floor of the research building. Your MUH/LBCH badge will get you access everywhere in the main hospital

- b) Where do you get door codes: On the 6th floor of the research building at the front desk, bring paperwork given during orientation to get the code
- c) Where do you get ID badge: 1st floor of main hospital, security office
- d) Day to day expectations:

**Outpatient:** You are assigned to a clinic for each half day; one in AM one in PM. You must complete a white sheet in your blue book with patients' diagnoses and initials and get it signed by attending at each session (don't need to do two sheets if you are in the same clinic for am and pm on the same day and won't need to fill out a page for your community preceptor or for St. Jude). Turn those into Jenn at the end of the rotation. Attend scheduled lectures. Clinic hours range from 7:30-8:30am start time to 3:00-5:00pm end time. For Newborn week you will split time between the Newborn Nursery (3rd floor Rout building) and NICU (2nd floor Rout building). Come at 7:30-8:00, see one patient and be prepared to present on rounds, which can last until around noon. Go to other scheduled clinics in PM. You will also work with a general pediatrics community preceptor for an entire day once per week. Additionally, if you are interested in rotating at t St. Jude. email Angie Cooper before the clerkship. The main point of contact at St. Jude for clerkship students is Christine McManus (christine.mcmanus@stjude.org, (901) 595-7950). In general you can wear scrubs to all clinical duties that are not your preceptor or outpatient specialty clinics (i.e. GI, Endocrine, etc).

**Inpatient:** Arrive at 6:15am depending on how much time you need to see/read up on patients before turnover. Each team has its own turnover at 7:00am in the floor's education conference room, followed by morning report at 7:30am. In the morning after turnover, see the rest of your patients and write at least one note before starting rounds. Rounds begin according to attending preference, usually 9:00-9:30am. Round and present your patients in SOAP format, then finish up notes and go to noon conference with the residents. Students should help update the list with discharges and admits during the day. The list is on Cerner, which may be accessed from any LeBonheur computer. Leave most days between 4:00-6:00pm. You will be required to turn in 4 H&P's during the course of your inpatient month to your attending who will read it and provide edits and feedback.

- a. Night call?: You'll have 4 overnight calls (your "week of nights") Sunday-Wednesday night. You will be post-call on Thursday (have the day off to sleep) and will return to your team for days on Friday. Try to not schedule them when your team's JI is on call if you want more to do. Show up at 7pm to be there when the day team intern checks out to the night residents. Work with your team's intern on admitting patients, updating the list and doing H&Ps (nights are a good time to complete some of your required H&P's and blue book requirements). Help out other teams as needed. You'll be expected to present at least one of your team's overnight admits in turnover and you will leave the following morning after turnover & morning report (around 8am). You will not be required to go to day lectures when you are on nights, and your night

schedule will be adjusted if you have a Slide exam when you are on nights. You will also not be required to go to grand rounds during the week you are on nights. Schedule wisely.

- b. Weekends?: Outpatient-no weekends. Inpatient-yes, work all but 3 weekend days. You will have a “golden weekend” (both weekend days off) the weekend between peds blocks (between inpatient and outpatient). For inpatient weekends, come to see your patients, present on table-rounds, write your notes and help update the list. Your start time on the weekend is often later than during the week, check with your residents about when the team will round. You will only have 3 days completely off during the month of inpatient so coordinate with your classmates early if you have an event (your team will sometimes want at least one medical student there on each day, other teams will not care if you all take the same day off, just ask what they want you to do)
- c. Where do you sleep if on call: N/A: You’re not supposed to sleep on nights. There are still med student call rooms on the 6<sup>th</sup> floor of the research tower
- d. What to wear: Business casual attire for general pediatrics preceptor and outpatient specialty clinics. Scrubs for inpatient, ED, NICU, newborn nursery, and nights.
- e. If scrubs, where do you get them: Previous rotations
- f. Where do you put personal belongings during the day: Student workrooms.
- g. Free food?: At noon conference on inpatient, you can get the catered food after residents have gotten theirs but make sure to wait a few minutes first (don’t line up for food until 12:05). Be warned, sometimes there’s nothing left. You can join for lunch when you’re on campus during outpatient too, but don’t just take food and leave (they’ll get mad at you).
- h. Patient/procedure log: iLogin’s (they will email you regularly if you’re behind). Also you must fill out the H&P, physical exam checkoffs and patient logs in your orange book given at orientation to turn into Jenn at the end of the rotation.

#### 4. Grades:

- a. Percentages for evaluations and shelf: 50% evaluations, 35% shelf (curved), 10% Slide exam, 5% outpatient/nursery (from community preceptor). Must get an uncurved score of an 80 on the shelf exam to be eligible for an A (check on syllabus/with clerkship coordinator about shelf minimums as they may change)
- b. Evaluations: Vastly based on inpatient month. One attending, the last of the month to work with you, will write your entire month’s clinical evaluation on eMedley.

You will also have a mid-month form that you should give to your attending after 2 weeks of inpatient and ask for feedback, that is not for a grade. Your night resident will fill out a paper evaluation that you give to them and turn into your attending. Will get an eval from outpatient community preceptor worth 5% of final grade.

- c. Best books to study from: First Aid Pediatrics, BRS Peds, Case Files Pediatrics, Pre Test Peds, USMLE World Step 2 questions for Peds.
- d. Good places to study during downtime at hospital: Not much time to do so, but old hospital ground floor café area, work room.
- e. Shelf exam location: GEB.
- f. Extras: 1 Slide exam based on Aquifer cases, given halfway through the clerkship. Located in the same place that you have lectures. You've got to know the content of those Aquifer cases to succeed on this exam!

#### 5. Lectures:

- a. Student Lectures: Education Conference room in FOB, Wed. and Fri. afternoons
- b. Noon Conference: Education Conference room in FOB
- c. Grand Rounds: Auditorium first floor of the research building

# Obstetrics and Gynecology- Memphis

Course Director: Pallavi Khanna MD pkhanna1@uthsc.edu (901)448-7478

Assistant Course Director: Florene Odulana MD fdixon1@uthsc.edu

Course Coordinator: Martha Velez mvelez@uthsc.edu (901) 448-5859

Clerkship Webpage: [www.uthsc.edu/obgyn/clerkship](http://www.uthsc.edu/obgyn/clerkship)

Syllabus is currently on OneDrive

1. Before the Rotation
  - a. You can request to have Ob, Gyn, or Gyn-Onc first, as well as your hospital preference for Gyn and Gyn-Onc. You cannot request which Resident or student(s) you want to work with
  - b. How do you make this request: Email Ms. Velez - [mvelez@uthsc.edu](mailto:mvelez@uthsc.edu)
  - c. If you have a conference, meeting, wedding, etc. to attend, you must request the time off in writing, preferably 30 days before you start the clerkship – Email Ms. Velez; submit a Limited Leave Request (on OLSEN) OBG-30000 is the Course Number
2. Orientation:
  - a. Location: (ROH) Regional One Health Medical Center –“The MED” – Rout Center/Birthplace, Ob/Gyn Classroom, 1<sup>st</sup> floor (not ground/lobby floor), Room E105A
  - b. Duration: 7am-12pm If needed, online Baptist EMR/Epic training: 1pm-4:30pm
  - c. What to wear: Business casual or scrubs (your own) or ROH scrubs. No white coat. Ms. Velez will email you before the start of the clerkship to request your scrub size (for ROH scrubs)
  - d. Do you go to work afterwards: No. Return Tuesday a.m. for lectures. Rounds required for students assigned to L&D/on Call. Text Intern about time to meet on 3 Rout for postpartum rounds. Turnover is at 7:30am, except Tuesdays when it is at 6:30am. Rounds also required if assigned to MFM. text House Officer about what time to meet on 4 Rout; afterwards, attend lectures. You will receive a Lecture Schedule that lists all lectures and start times. Resident information is on OneDrive
  - e. What do you do: Sign Baptist Hospital paperwork and ROH ID Badge Request form. Meet with Dr. Khanna, who discusses the Ob/Gyn Clerkship, fetal strips, provides a brief overview of surgical instruments, and answers

questions. Resident liaison reviews responsibilities for each service and answers questions. Obtain scrubs and ID badge, if needed – follow Martha.

- f. Breakfast (provided)
  - g. Tour L&D/EVAL and the ROH/Medplex Outpatient clinics: Ob, Gyn, and MFM – 880 Madison, 3<sup>rd</sup> floor
  - h. Prior to Ob/Gyn Orientation, you will receive an email with instructions to view 2 Scrubbing, Gowning and Gloving videos online
  - i. [www.youtube.com/watch?v=RN8zWOTACjM](http://www.youtube.com/watch?v=RN8zWOTACjM)  
[www.youtube.com/watch?v=7KgbxBa2rh8](http://www.youtube.com/watch?v=7KgbxBa2rh8)
  - j. A session on gowning and gloving, knot tying and clerkship surgical basics is provided. You can check out a knot tying board to practice.
  - k. Any paperwork needs to be filled out beforehand: Ms. Velez will email you the required paperwork; sign paperwork at orientation
  - l. Computer access: Yes – Cerner Millennium is the EMR system used at ROH and clinics. The ROH access management system will automatically generate your user name and instructions for how to set your password. You should have received an email from "SSM-alert" with this information. Once you have your Cerner account, call the Help Desk (901)-545-7480 to request access to PowerChart or for any issues with access.
  - m. Cerner training – ROH does not offer students formal training for the EMR. Once you have a Cerner account, you will have access to online training modules in Cerner via eCoach. Ms. Velez will send an E-mail with additional information. Students should have already completed Methodist One Chart EMR online training
3. The rotation:
- a. Ob at ROH/The MED
    - i. What door codes do you need: ROH/Medplex outpatient clinics back door code, L&D physicians'/residents' lounge code, L&D OR door code.
    - ii. Where do you get door codes: Ms. Velez will provide the codes.
    - iii. Where do you get ROH ID badge: ROH Security Office - 1<sup>st</sup> floor Chandler. Take ROH ID Badge Request Form (distributed during Orientation). ID badges are made during these hours: 9:00am to 11:00am and 1:00pm to 3:00pm. Hours and Security office phone number also listed in the Ob/Gyn Clerkship Handbook. Need badge for access to L&D, Rout 3 and Rout 4 floors
    - iv. Parking: Your ROH ID badge is coded to allow you to park at the ROH garage - corner of Jefferson and Pauline. Swipe the badge to raise the gate/exit.
    - v. Day-to-day expectations - also check with your resident(s):

- vi. 3 weeks of L&D. Call is 6am to 6pm every 3 days for a total of 5 Call Days. Next day is MFM clinic, next day Ambulatory/Residents' clinic, then back to L&D. Check with Intern about time to round – usually 6am on Rout 3 (earlier on Tuesdays). Turnover is in the conference room (next to L&D physicians'/residents' lounge) - ground floor of Rout at 7:30am (6:30am on Tuesdays). Ask resident when you should arrive to pre-round/which patients you should follow in the morning. Stay until end of shift (6pm). Turnover may be virtual – check with your resident.
- vii. Clinics: ROH/Medplex outpatient clinics are Ob and some Gyn patients. 3rd floor of Medplex. For MFM, you can also be assigned to a high risk fetal clinic at Le Bonheur Monday a.m. or all day Wednesday. You will round on MFM – check with the House Officer about where/when to meet.
- viii. There is no rounding if assigned to Ambulatory/Residents'; clinic or Attendings' clinic.
- ix. Night call?: No
- x. Weekends?: Yes, if on call - same weekday on-call hours – am/pm shift.
- xi. Where do you sleep if on call: There is no sleeping while on call
- xii. What to wear: ROH/MED-issued, gray scrubs
- xiii. Where do you get scrubs: Scrub machine located near Trauma. Ms. Velez will set up your scrub account using the 5-digit number from the back of your ROH ID badge. Swipe your badge at the scrub machine to get scrubs (2 shirts & 2 pants). Do not take scrubs home to launder. You can also get scrubs from the machine on Chandler.
- xiv. Where do you put personal belongings during the day: Physicians'/residents' lounge on L&D or keep them with you in clinic. Don't bring valuables
- xv. Free food?: No, but do get breakfast on Orientation Day and lunch at the Chair's Meeting.
- xvi. Patient/procedure log: Competencies (Case Logs & Time Logs) – enter your Case Logs and Hours/Time Logs in eMedley. They are due on Shelf Day, but enter these weekly.
- b. Gyn at Baptist Women's Hospital
  - i. What door codes do you need: The code to physicians' lounge on the 2<sup>nd</sup> floor
  - ii. Where do you get door codes: Ask your resident
  - iii. Where do you get ID badge: Baptist Women's Hospital Security Office - 6225 Humphreys Blvd – by the administrative offices off the main lobby – 7:00am-3:00pm - 901 227-9797. Call first before you go to



- make sure they are making badges. You need to have completed the Epic EMR online training to get a badge.
- iv. Day-to-day expectations: No formal orientation. Contact your assigned resident about where and when to meet for surgery. Ms. Velez will E-mail you the surgery schedule.
  - v. 1 week of clerkship will be benign gyn surgery-focused, and you choose which surgeries you go to – text the assigned resident about where/when to meet. Very self-directed schedule but you attend a diverse range of cases and see some of your case logs for benign Gyn.
  - vi. Night call?: No
  - vii. Weekends?: No
  - viii. Where do you sleep if on call: N/A
  - ix. What to wear: Baptist-issued scrubs
  - x. Where do you get scrubs: From the locker room by the physicians' lounge
  - xi. Where do you put personal belongings during the day: Student room in the physicians' lounge
  - xii. Free food?: No
  - xiii. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley
- c. Gyn-Onc at Methodist University Hospital – Dr. Tillmanns, Dr. Ulm, rarely Drs. Reed/Smiley
- i. What door codes do you need: Your Methodist ID badge needs to be set up to get into the surgery suite and the surgery bathrooms
  - ii. Where do you get door codes: Ask your resident
  - iii. Where do you get ID badge: Methodist Security Office - 1<sup>st</sup> floor of the Crews building, near the Medical Staff Auditorium. If you do not already have a Methodist ID badge, do this sometime on your first day at Methodist.
  - iv. Day-to-day expectations:
  - v. Ms. Velez will E-mail you the surgery schedule on Sunday PM. Before you leave each night, ask your resident what time to round and what time the first surgery case will start the next day. You need to come in early enough to make sure you see all your patients (usually 2-3) and complete your notes. Usually this has you arriving between 4:30am-6:00am. The majority of the patients are located on 6 Tower
  - vi. There are specialized Gyn-Onc progress notes that you fill out instead of a traditional SOAP note. These are found lying around the physicians' area, typically in one of the black bins in the corners. If you cannot find one, there is a place to print them out online – ask your

resident. Make a copy for yourself after you fill them out and place the original in the chart. Be prepared to present. Dr. Tillmanns and Dr. Ulm have different styles and expect different things from presentations. Ask your resident what each one is looking for. Also, ask your resident if you can present to them for a practice run-through. Look up diagnoses and have a complete Assessment and Plan. Know the patients' labs every morning. You can consult your notes; it is helpful to have it written out completely so you can make sure you have covered everything for the first few days

- vii. In the OR: There is a 4<sup>th</sup> year resident and up to 2 students. One student is expected to be scrubbed in on every case. The exception is Dr. Tillmanns' robot cases. For these, no students typically have to scrub in (unless your residents is not there). Dr. Tillmanns likes you to sit near the robot where he can easily talk to you or show you things. You are allowed to bring study material into the OR on his surgery days and when you are not scrubbed in on his cases, you are allowed to read
- d. Clinic: West Cancer Center clinic (Midtown) – 1588 Union Avenue, just down the street from Methodist University Hospital. Parking in the back. Dress professionally and wear white coat
  - i. THE SCHEDULE: This is different depending on your student assignments. Ms. Velez gives you a very specific schedule so you know where to be each day.
  - ii. Night call?: No call, but surgeries and writing PM notes can go as late as 9:00pm. Most nights you are done around 6:00pm-7:00pm
  - iii. Weekends?: No
  - iv. Where do you sleep if on call: N/A
  - v. What to wear: Scrubs for any day you will be in the OR. Professional dress and white coat on clinic days. If your ID badge lets you into the surgery bathrooms, you can find scrubs there. Otherwise, ask your resident. Make sure your white coat is clean
  - vi. Where do you put personal belongings during the day: In the OR surgeons' lounge or in Dr. Tillmann's or Dr. Ulm's office. Leave most of your stuff in the car; you will not have any time to study during clinic day
  - vii. Free food?: Coffee and snacks in the OR lounge. No food typically provided on clinic days, so bring something/have snacks in your pockets
  - viii. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley

- e. Gyn-Onc at Baptist Women's Hospital – Dr. Tillmanns, Dr. Ulm
  - i. What door codes do you need: Code for physicians' lounge and outside door to Baptist Women's Hospital. Park in lot that is connected by walking bridge
  - ii. Where do you get door codes: Ask resident
  - iii. Where do you get ID badge: Baptist Security Office. 6225 Humphreys Blvd by the administrative offices off the main lobby. 7:00am-3:00pm - 901 227-9797 Call first to be sure they are making badges. You need to attend the EMR/Epic online training to get a badge
  - iv. Day-to-day expectations: Work with 3<sup>rd</sup>-year resident on Oncology. Show initiative in terms of helping the nurses prep the room and patient once he/she is in the OR, and do your part in helping to clean up the OR. Dr. Tillmanns is especially impressed by med students who help out to make the OR day run more efficiently.
  - v. Night call?: N/A
  - vi. Weekends?: No
  - vii. Where do you sleep if on call: N/A
  - viii. What to wear: Scrubs for OR days, business attire and white coat for clinic days
  - ix. If scrubs, where do you get them: Locker room by physicians' lounge
  - x. Where do you put personal belongings during the day: Physicians' lounge at Baptist Women's and Baptist East, sometimes carry with you
  - xi. Free food?: Yes at Baptist East – Physicians' Dining Room (PDR). Sign the book by the silverware
  - xii. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley
  
- f. Gyn-Onc at Methodist Germantown Hospital/ Baptist Women's Hospital – Dr. Reed/Dr. Smiley/Dr. Ulm/Dr. Tillmann
  - i. Day-to-day expectations: All four Gyn-Onc Attendings operate at Methodist Germantown Hospital. There is typically one resident and one Gyn-Onc Fellow. Text your Attending on Sunday about where and when to meet her for rounds and surgery on Monday AM. If no response, text the assigned resident.
  - ii. Martha will send you the Schedule on Sunday pm
  - iii. Night call: No
  - iv. Weekends: No
  - v. What to wear: Scrubs to OR, business attire and white coat to clinic

- vi. If scrubs, where do you get them: Locker room by physicians' lounge
  - vii. Where do you put personal belongings during the day: Physicians' lounge at Baptist Women's, carry with you at Methodist Germantown, in clinics
  - viii. Free food?: No
  - ix. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley
- g. Gyn-Onc at Baptist East Hospital – Dr. Smiley/Dr. Ulm
- i. Where do you get door codes: Your Baptist Hospital ID badge will allow you access to the GME Office – 6025 Walnut Grove, Suite 417, the physicians' lounge, medical staff library, the rear entrance to the ER and to surgery, and the employee parking lot
  - ii. Where do you get ID badge: Security Office – 6019 Walnut Grove. Take the elevator to the Ground Floor/Concourse. Turn left and go down the hall. The Security Office is on the right. ID badges made Mon- Fri 9:00am-12:30pm and 1:30pm-4:15pm, except for payroll Mondays and Employee Orientation days. Call before you go to make sure - 901 226-5582. Call first to be sure they are making ID badges
  - iii. Day-to-day expectations: You will be working with Dr. Smiley or Dr. Ulm and the 2<sup>n</sup> or 3<sup>rd</sup>-year resident. Round at Baptist East, Methodist Germantown. Write notes on Gyn-Onc progress note paper (get from resident). Present patients on rounds, then go to OR with Dr. Smiley/Dr. Ulm
  - iv. Scrub on all surgeries. Can scrub on robotic cases. On clinic days, round at the hospital first.
  - v. Clinic: Dr. Smiley - East or Desoto. Dr. Ulm – East, Midtown, Desoto
  - vi. Night call?: No, but expect to work late nights
  - vii. Weekends?: No
  - viii. Where do you sleep if on call: N/A
  - ix. What to wear: Scrubs to OR, business attire and white coat to clinic.
  - x. If scrubs, where do you get them: OR locker room
  - xi. Where do you put personal belongings during the day:
  - xii. Free food?: Yes - Students can eat for free in the physicians' dining room. Sign the "charge book" by the silverware dispensers. Snacks in the surgeons' lounge
  - xiii. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley
- h. St. Francis Hospital – Memphis – Dr. Reed, Dr. Tillmanns, Dr. Ulm

- i. Follow your Attending/Resident to St. Francis Hospital – Memphis. Students do not go to St. Francis Hospital - Bartlett
- ii. Door codes: Ask resident
- iii. Scrubs/locker room – Ask resident
- iv. Computer access: No EMR access at St. Francis for Ob/Gyn students; only Family Medicine students
- v. ID badge: Martha will send you paperwork to complete that you need to take to St. Francis Medical Staff Services along with 2 forms of ID in order to have a badge made. Your Gyn-Onc Attending will need to sign Page 1 of the paperwork and the dates you will be at St. Francis also needs to be on Page 1.
- vi. Every Friday, Dr. Reed has clinic in Corinth, MS. The resident can't go because their malpractice insurance coverage is only for TN; therefore, you go with Dr. Reed and his nurse
- vii. Patient/procedure log: Enter your Case Logs and Time Logs in eMedley

#### 4. Grades:

- a. Percentages for Evaluations and Shelf Exam: 60% Evaluations, 30% Shelf Exam, 10% OSCE
- b. Evaluations – 2 are required: 1 for Ob and 1 for Gyn-Onc. Evaluations are completed in eMedley by Residents or Dr. Khanna on behalf of the Gyn-Oncologists/Residents. Dr. Reed is the only Gyn-Onc Attending who completes evaluations. Martha sends the Evaluations to the Evaluators via eMedley. Students will be able to see their completed Evaluations in eMedley and can view their Grade in Banner once it is posted (by 6 weeks after the Clerkship).
- c. Good places to study during downtime at hospital: On L&D, med student room in Eval, Physicians'/Residents' Lounge - ground floor Rout
- d. Shelf Exam location: GEB, Room C109C; if not available, Pharmacy building
- e. Extras: The OSCE (Observed Structured Clinical Exam) is usually the 5<sup>th</sup> Tuesday of the Clerkship. Martha will send an email with the OSCE Objectives
- f. Best books to study from: Beckmann and Ling *Obstetrics and Gynecology*, Case Files OB/GYN, uWISE questions (on APGO website, see Ob/Gyn Clerkship Handbook for login info – Martha will send you an email also), USMLE Step 2 World QBank

## 5. Lectures:

- a. Classroom lectures have a reading assignment(s) and a uWISE or IRAT quiz - See Lecture Schedule. Quizzes don't count for your final grade, but are required
- b. Time: Tuesdays 7am-11am, until 1pm for Chair's Meeting
- c. Location: Ob/Gyn Classroom, 1<sup>st</sup> Floor Rout Center, Room E105A
- d. Are quizzes mandatory (is there a sign in or roll taken): Yes. uWISE Quizzes are mandatory and are due each week (Friday PM) if not completed before the lecture. Email your transcript/scores to Martha. There is a Sign-In sheet on Orientation Day and for Chair's Meeting. Dr. Phillips distributes a paper IRAT and cases during her lecture.
- e. If running late due to rounding or a case, you must inform Dr. Khanna/Martha via E-mail or a phone call
- f. Check your UT E-mail often (schedules and lectures often change)

# Family Medicine - Medicine

**Clerkship Director:** Amanda Miller, MD  
[aweave13@uthsc.edu](mailto:aweave13@uthsc.edu)  
901-866-8812

**Clerkship Coordinator:** Leslie Ghandi  
[lghandi@uthsc.edu](mailto:lghandi@uthsc.edu)  
901-448-7574

\*Note Dr. Miller is also the Course Director for Family Medicine across the state. If you need to make up time on your FM clerkship across the state, she is the person to contact.

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Yes
  - b. How do you make this request: Email Ms. Leslie AND Dr. Miller for requests concerning when you wish to do outpatient/inpatient and specific preceptors
2. Orientation:
  - a. Location: 1301 Primacy Parkway, Memphis TN, 38119. Family Medicine clinic behind St. Francis Hospital. Google maps won't take you exactly to the Family Medicine clinic, just the general area. So keep an eye out for the Family Medicine clinic sign to know where to go.
  - b. Duration: 8:00-10:00, then lecture from 10:00-12:00.
  - c. What to wear: Business attire and lab coats.
  - d. Do you go to work afterwards: If outpatient or St. Francis inpatient, go and introduce/familiarize yourself to/with Preceptor and see patients / round as team directs.
  - e. What do you do (ex. go over syllabus, computer training, etc.): Go over syllabus, presentations, lecture schedules.
  - f. Any paperwork needs to be filled out beforehand: Yes for specific students assigned to Preceptors who work with Baptist – they need paperwork + workshop for EMR. You should also get an email from University Clinical Health Office Manager (Brian Paden) with some DocuSign items to sign to get permission for EMR for the UCH/resident clinic. You will also receive an email 2-3 weeks ahead of rotation outlining how to get EMR access for St Francis hospital along with paperwork to complete. Paperwork has to be turned in in person at St Francis prior to start of the rotation. Students on away rotation prior to Memphis Family Medicine are expected to contact Ms. Leslie on further instructions.
3. The rotation:

a. **St. Francis Inpatient**

- i. What door codes do you need: For L&D and nursery
  - ii. Where do you get door codes: Get from resident on first day
  - iii. Where do you get ID badge: Leslie will reach out to you with paperwork 2-3 weeks before your start date with paperwork required to go to St. Francis and get badge
  - iv. Day to day expectations: Get to hospital at 6AM for OB and for medicine. Get checkout from night team, divvy up patients. Round between 9-10AM for medicine, follow residents for remainder of the day
  - v. Night call?: no
  - vi. Weekends?: One inpatient medicine weekend.
  - vii. Where do you sleep if on call: N/A
  - viii. What to wear: Scrubs for OB, professional attire or scrubs for general med. If scrubs are needed during other times, residents will tell you to get them from the Hospital.
  - ix. Where do you put personal belongings during the day: L&D lounge
  - x. Free food?: Wednesdays at Grand Rounds free food is often available.
  - xi. Patient/procedure log: Same online log through iLogin.
- b. Lectures: Location—Family Medicine building behind St. Francis on Friday afternoons from 1-4:30ish pm.

4. Grades:

- a. Percentages for evaluations and shelf: 50% evals, 30% shelf, 20% PowerPoint presentation.
- b. Extra grades (presentations/quizzes/bonuses/oral exams): No extra grades. However, students will be expected to do readings and other possible assignments as part of their 50% Clerkship evaluation.
- c. Evaluations: Yes, some on paper, some on new innovations. Attending/faculty member (not Resident) must sign evaluations.
- d. Best books to study from: Family Medicine Case Files, Pre Test questions, NMS Family Medicine question book, USPSTF website, AAFP practice questions
- e. Shelf exam location: GEB
- f. Extras (like slide exams, OSCEs): None



# Psychiatry- Memphis

**Course Director:** Khyati Kothari M.D.  
kkothari@uthsc.edu  
(630)-335-2941

**Course Coordinator:** Terika Miller  
[tmille20@uthsc.edu](mailto:tmille20@uthsc.edu)  
(901) 448-4561

1. Before the rotation:
  - a. Can you request sites/MDs/teams: You can put in a request by emailing Terika Miller (contact info above). Keep in mind that requests from all students might not be feasible to accommodate. Requests must be made at no more than 1 block in advance of the clerkship starting.
  - b. How do you make this request: email Terika Miller at [tmille20@uthsc.edu](mailto:tmille20@uthsc.edu)
2. Orientation:
  - a. Location: Zoom or Classroom on 2<sup>nd</sup> floor of 920 Madison Building
  - b. Duration/Details: Typically 8:30-9:30 am followed by didactic sessions until 1:45 pm. In the general psych orientation you discuss the lecture schedule, topics we would be covering, where to find things on CORE etc.
  - c. What to wear: Business attire
  - d. Do you go to work afterwards: Yes, after main orientation / didactics you are to report to your site by 2:30 pm for site specific orientation and/ or beginning of work. Any paperwork needs to be filled out beforehand. Very important: Have all your ducks in a row before you go to the VA (security clearance, finger printing), or you will not be allowed to see patients.
  - e. Any online training modules: yes for the VA if you don't already have access, or yours has expired (been 90 days since login)

3. The rotation:

## **Regional One Psychiatry Consultation Service**

- a. What door codes do you need: Need a key for the door to the Psychiatry Consult Liaison (C/L) room in the 6<sup>th</sup> floor Adams building.

- b. Where do you get door codes: Get key from resident or on the chalkboard in 6<sup>th</sup> floor Adams room.
- c. Where do you get ID badge: 1<sup>st</sup> floor Chandler security office, bring forms from orientation
- d. Day to day expectations: Arrival and departure time depends on patient census. Take your cues from Attending and residents. If the service is very busy, arrive early and stay till the work is done. Leave most days at 5:00pm, but don't count on it.
- e. Night call?: No
- f. Weekends?: No.
- g. Where do you sleep if on call: N/A
- h. What to wear: Business attire
- i. If scrubs, where do you get them: N/A
- j. Where do you put personal belongings during the day: Leave in C/L room
- k. Free food?: No.
- l. Patient/procedure log: Yes-online and paper copy distributed at orientation. Must turn in at shelf exam. Patient log must be completed on-line prior to shelf exam.
- m. Keys must be returned on the last day on the service.

## VA

- a. What door codes do you need: VA ID badge will work as door code once you set it up through VA security. Get a key from Dr. Christie Brooks (Attending and site director for the psych clerkship) on the first day.
- b. Where do you get door codes: VA security
- c. Where do you get ID badge: basement floor of VA. This will take weeks to do so do it early.
- d. Day to day expectations: Get there ~8, see patients and write notes. Round, time depends on day and attending.
- e. Night call?: none
- f. Weekends?: none
- g. Where do you sleep if on call: n/a

- h. What to wear: Business attire
- i. If scrubs, where do you get them: n/a
- j. Where do you put personal belongings during the day: Resident room on the first floor of the psych ward.
- k. Free food?: No.
- l. Patient/procedure log: Yes-given to you at orientation. Fill out and bring to shelf. Complete on-line log prior to shelf exam.
- m. Return keys on the last day on the service. VERY important!

## **MMHI**

- a. What door codes do you need: Need a badge and keys. They will give them to you the first day.
- b. Where do you get door codes: On your first day
- c. Where do you get ID badge: On your first day
- d. Day to day expectations: Take your cues from Attending and resident. Start time and rounding times depend on what they tell you, usually around 8:15am. See patients, write notes in their paper charts then meet with the treatment team in the am. Some days you may go to court for inpatient commitment cases (a courtroom on the first floor of the MMHI building). Dr. Williams likes to give lectures to the students she has for an hour or two on some afternoons and days with her are shorter on Fridays.
- e. Night call?: No
- f. Weekends?: No
- g. Where do you sleep if on call: N/A
- h. What to wear: Business casual, skirts and dresses are NOT recommended
- i. If scrubs, where do you get them: N/A
- j. Where do you put personal belongings during the day: Room on the 2<sup>nd</sup> floor, they will give you a key on the first day
- k. Free food?: No
- l. Patient/procedure log: Yes-given to you at orientation. Fill out and bring to shelf. Complete on-line log before the end of the rotation.

## Lakeside

- a. What door codes/ badges do you need and when do you get them: Need a badge and keys. They will give them to you the first day at site orientation. Most doors are physical key locked.
  - b. Day to day expectations: Depends on which attending you are assigned to, some start earlier and are done earlier in the day whereas others keep more 9-5 type hours. Very relaxed but a great learning environment. See patients with resident & attending in the different programs on campus (partial hospitalization, inpatient acute vs. less acute, etc)
  - c. Night call?: No
  - d. Weekends?: No
  - e. What to wear: Business casual
  - f. Where do you put personal belongings during the day: Usually wherever your resident keeps their belongings – usually end up carrying your bag / backpack from building to building when seeing patients
  - g. Free food? Yes cafeteria food, but very limited options
4. Grades:
- a. Percentages for evaluations and shelf: 40% shelf, 60% evals. You have to get 50<sup>th</sup> percentile or above to be eligible for a final grade of A. That score changes year to year and will be posted on OLSEN prior to the start of your M-3 year.
  - b. Extra assignments: For completion only, you will turn in a written biopsychosocial profile on one of your patients into which Dr. Kothari will go into more detail.
  - c. Evaluations: Done by attendings, with input from residents. Posted on New Innovations. Get midmonth evals from attendings as well, and bring those to clerkship director for review.
  - d. Best books to study from: Psych Case Files, Psych Pre-Test Question Book and Psych First Aid, USMLE World Step 2 psych questions
  - e. Good places to study during downtime at hospital: At the MED, the C/L room or the medicine lounge library on the 5th floor of the Adams building. The VA is a self-contained unit, so the offices or conference room usually have space for studying unless there is a meeting. 910 Madison is very close to MMHI
  - f. Shelf exam location: GEB. Note that the shelf exam is not always in the AM. Check before making plans to leave town on exam day.

g. Extras (like CLIPP exams, OSCEs): None

5. Lectures:

a. Location: 2<sup>nd</sup> floor Psych Classroom in the 920 Madison Bldg unless noted otherwise in syllabus.

# Neurology- Memphis

**Course Director:** Katherine Nearing, MD  
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**Course Coordinator:** Andrea J Coppage  
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office: (901)-448-6971

**Coordinator Back Up:** Robin Cox  
[rcox@uthsc.edu](mailto:rcox@uthsc.edu)  
office: (901)-448-7674

1. Before the rotation:
  - a. Can you request sites/MDs/teams: yes-request hospital
  - b. How do you make this request: email Andrea Coppage no more than 2 months in advance and no less than 1 mo in advance. You may request Peds Neuro if you are going into Peds. Andrea will also send an email to students asking for requests ~2 weeks before the rotation starts.
2. Orientation:
  - a. Location: Virtual via Zoom
  - b. Duration: 9:30-12:00
  - c. What to wear: anything
  - d. Do you go to work afterwards: yes
  - e. What do you do (ex. go over syllabus, computer training, etc.): Go over syllabus, expectations with course director, Dr. Nearing
  - f. Any paperwork needs to be filled out beforehand: Yes if you need Meditech computer access or access to powerchart at Methodist. If you are going to the VA – complete finger-printing, VA paperwork, and background check 2 weeks prior to start of rotation so that you will have computer access.
  - g. Any online training modules: Yes for VA and Methodist
3. The rotation: May choose option A (ROH general & MUH stroke), B (LeBonheur & MUH general), C (Neuro ICU [MUH] & Wesley Clinic).

## Regional One

- a. What door codes do you need: code to EEG lab on 2<sup>nd</sup> floor chandler (next to the cardiac echo & : No code needed

- b. Some units need a code to enter, ask the residents
- c. Where do you get ID badge: 1<sup>st</sup> floor Chandler security office, take paperwork from orientation
- d. Day to day expectations: Arrive at 7-7:30, see patients before resident. Rounding time varies based on attending. Most days you leave at by 5pm. The rest of the time, attend lectures and help admit patients. Bring work to do-lots of downtime. You are allowed to spend the downtime at the UT Medical Library, just let the residents know your cell phone number, so that they call you with new consults.
- e. Night call?: No.
- f. Weekends?: No. (this may change in the future, and if so, it will be one weekend day only in the entire month, and for the AM rounds only)
- g. Where do you sleep if on call: N/A
- h. What to wear: Business attire, tie depends on attending. No tie required, unless advised to do so
- i. If scrubs, where do you get them: N/A
- j. Where do you put personal belongings during the day: In EEG room, don't bring valuables as there are no lockers, keep your iPads, laptops with you
- k. Free food?: No.
- l. Patient/procedure log: Yes, one online with the Clerkship Tracker and one hard copy for the neurology clerkship that includes ICDS-9 for procedures/diagnoses.

### **Methodist**

- a. What door codes do you need: None. The door of Neuro Conference room on the 4th floor Tower needs a resident's or attending's badge to swipe you in. Most likely the door will be semi-open.
- b. Where do you get door codes: n/a
- c. Where do you get ID badge: Crews building, ask security
- d. Day to day expectations: Get there 7:30-8:00. See patients and write notes occasionally. Rounds depending on attending-usually ending sometime before/after lunch.
- e. Night call?: None
- f. Weekends?: No (if this changes, see the MED)
- g. Where do you sleep if on call: n/a
- h. What to wear: Business attire
- i. If scrubs, where do you get them: n/a

- j. Where do you put personal belongings during the day: Can leave them in the neurology lounge
- a. Free food?: No, but sometimes attendings will take you to lunch with them
- b. Patient/procedure log: Yes, one online with the Clerkship Tracker and one hard copy for the neurology clerkship that includes ICDS-9 for procedures/diagnoses.

### **LeBonheur for Pediatric Neuro**

- a. What door codes do you need: No door codes but you need a Methodist ID badge, either issued from LeBonheur or Methodist University/Central. You can get a LeBonheur ID badge on the 4<sup>th</sup> floor of the old LeBonheur hospital in the security office. They should have the security form you need to fill out, or one will be provided in your course material for neuro. You need your badge to get most places in the new LeBonheur hospital, so make sure it works! You will also need a log-in for the Methodist MOLLI computer system.
- b. Where do you get door codes: N/A
- c. Where do you get ID badge: 4<sup>th</sup> floor of the old LeBonheur hospital where the security office is.
- d. Day to day expectations: One week is spent in the outpatient clinic (1st floor of new hospital), one week is at Methodist with the stroke team in the morning and adult outpatient clinic in the afternoon, and the remaining two weeks are on the inpatient LeBonheur neurology service.
- e. Night call?: None
- f. Weekends?: None (if this changes, see the MED and it will be on your week that will be done in adult Neurology at Methodist University Hospital)
- g. Where do you sleep if on call: N/A
- h. What to wear: Business attire
- i. If scrubs, where do you get them: N/A
- j. Where do you put personal belongings during the day: In clinic you can keep them in the physician's work room or in the fellows office (in Wesley Clinic). While on service you can keep your stuff in the nurse practitioner's office or in the physician work room.
- k. Patient/procedure log: Log online via the clerkship tracker

### **Wesley Neurology Clinic**

- a. Location: 8000 Centerview Parkway, 3rd floor
- b. What door codes: N/A, ask receptionist to let you in
- c. ID badge: N/A



- d. Day to day expectations: Wait in kitchen area for attending to assign you a patient. Get short history and physical and present
  - e. Weekends: N/A
  - f. What to wear: Business attire
  - g. Where to put personal belongings: kitchen area
  - h. Patient/procedure log: eMedley case logs
4. Grades:
- a. Percentages for evaluations and shelf: 40% National Shelf Exam; 40% attending evaluation. There are 110 questions.
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): 5% Physician Development; 15% Clinical Presentations; , Students give a presentation on their topic of choice once a week. Presentations are ~5 minutes and you should have a handout or visual prepared.
  - c. Evaluations (who does them, are they on newinnov, etc): One attending of student's choice that you worked closely with.
  - d. Best books to study from: Blueprints Neurology, Case Files, Neurological emergencies by Dr. Menkes (both found on blackboard), the Brust text for IRAT/GRAT. Clinical Pediatric Neurology: A Signs and Symptoms Approach by Fenichel – Get from library (they have 2 copies.)
  - e. Good places to study during downtime at hospital: The neurology computer lab at the VA, the EEG room at the MED, the library at Methodist.
  - f. Shelf exam location: 920 Kaplan Center or GEB
  - g. Extras (like CLIPP exams, OSCEs): N/A.
5. Lectures:
- a. Location: Neurology library (4<sup>th</sup> floor LINK building), for the eight TBL lectures, the PT/OT lecture, and lumbar puncture lecture. There are hospital-specific lectures such as at Methodist, Lebonheur (depends on your location). See schedule.
  - b. Are they mandatory (ie, is there a sign in or roll taken): Yes.

# Surgery- Memphis

**Course Director:** Jeremiah Deneve  
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(901) 448 2919

**Course Coordinator:** Courtney Bishop  
[cbishop@uthsc.edu](mailto:cbishop@uthsc.edu)  
(901) 448-8370

**Website:** <https://www.uthsc.edu/surgery/education-training/surgery-clerkship.php>

1. Before the rotation:
  - a. Can you request sites/MDs/teams: You will get an e-mail with your assignments given to you. As soon as you receive this email, you should quickly reply to the clerkship coordinator to request the rotations you would like. Your trauma schedule at ROH is set in stone but students are allowed to request to change their 12-hour and 24-hour shifts (switch the days that they are assigned for each). We will consider the request. For general month, the options are:
    - i. ROH General Surgery
    - ii. Baptist General Surgery
    - iii. Methodist University/Baptist East Surgical Oncology
    - iv. Methodist Germantown/Baptist East Surgical Oncology
  - b. How do you make this request: Email Courtney Bishop AFTER she emails you the preliminary schedule. Then she will begin accepting requests.
  - c. Students are not automatically assigned to Neurosurgery. Students may get permission to request special rotations such as Neurosurgery, Orthopedic Surgery, Ophthalmology, ENT, Urology, Plastic Surgery, and Anesthesiology.
2. Orientation:
  - a. Location: Zoom
  - b. Duration: 1-1.5 hrs

- c. What to wear: scrubs
- d. Do you go to work afterwards: Yes
- e. What do you do (ex. go over syllabus, computer training, etc.): Go over syllabus
- f. Any paperwork needs to be filled out beforehand: Contact form. Otherwise no unless you need access (EMR/badges) at a specific site.
- g. Any online training modules: The only training modules required will depend on each hospital. The VA will contact them if anything is needed. Baptist staff will contact them if EPIC training is required. It's possible that Methodist/Lebonheur will ask for paperwork for information systems access.

### 3. The rotation:

#### **Trauma at Regional One Hospital (ROH)**

- a. What door codes do you need: All areas are now accessible with your MED ID badge
- b. Where do you get ID badge: Chandler Building in the Med (Security Office)
- c. Day to day expectations: You are to do whatever the Desk Doc (PGY-2) tells you is needed. This could be wound care, suturing, starting IVs, foleys, etc. You are to attend all shock traumas and place foleys, get ABGs and Venous blood, and do chest compressions, etc. Students are welcome to scrub in on any trauma surgery cases. Your chief resident writes your evaluation unless you did not work with a chief sufficiently at which point a PGY-2 who worked with you will communicate with chief and / or complete eval for you.
- d. Schedule: Students are assigned to either "take back day" or "trauma" during a 2-week period. During the 2 weeks, each student is assigned two or three 12-hour shifts (7am-7pm) and one or two 24-hour shifts (7am-7am). Of course, off days in between.
- e. Weekends: Yes
- f. What to wear: Scrubs
- g. If scrubs, where do you get them: Scrub Machine near the OR's. Must use badge to access the scrub machine. Must return scrubs to a separate machine down the hall in order to get new scrubs from scrub machine.
- h. Where do you put personal belongings during the day: Lockers are in the resident lounge. Your badge works here.
- i. Free food: No. Cafeteria closes at 2 am on weekdays, earlier on Saturdays and Sundays

#### **Minimally Invasive Surgery at Baptist:**

- a. What door codes do you need: None, the surgery suite is unlocked during regular hours
- b. Where do you get door codes: N/A

- c. Where do you get ID badge: Baptist Security. I got away with not having a badge though. It is helpful to get into the cafeteria for food but otherwise not necessary. You will also likely have patients to see and cases at Methodist Germantown so make sure you have a Methodist badge that works over there. Get badge made at Methodist University and make sure to let security know that you will need access to Germantown location.
- d. Day to day expectations: Usually pretty early start time at either Baptist or Methodist Germantown. Get there a 10-20 minutes before the residents arrive to prepare the list (write down vital signs and recent labs for the floor patients); they will show you how they like this done the first couple days. Round on the patients in the morning with the residents. After rounds, scrub in on the cases for the day (1 student per case). Act interested in the cases and generally you will be given opportunities to participate. After cases, head to lecture or to clinic. In clinic you will see the pt first and provide a brief initial evaluation to the attending or resident. Usually end time is around 4-5 pm but can vary especially if emergent cases are added on. If you have lecture in the afternoon, generally the residents will dismiss you for the rest of the day.
- e. Night call?: No
- f. Weekends?: Yes, varies. Usually one member of the team will come in and round in the mornings. Scrub in on any add-on cases for the day, if no cases then usually you are done by later morning-early afternoon.
- g. Where do you sleep if on call: N/A
- h. What to wear: Scrubs
- i. If scrubs, where do you get them: Locker rooms located in the surgery suite. Residents will show you where to get them.
- j. Where do you put personal belongings during the day: In the physicians break room in the surgery suite.
- k. Free food?: Yes, snacks in the breakroom and free lunch and breakfast in the physician cafeteria.

**Surgical Oncology / General Surgery at Baptist East with Dr. Monroe:**

- a. What door codes do you need: Male and female locker rooms in surgery area.
- b. Where do you get door codes: Residents will know locker room codes and nurses will know supply closet codes
- c. Where do you get ID badge: Security office on the concourse level. Be sure to tell the person at Security who makes your badge that you need access to the physicians' dining room.
- d. Day to day expectations: Rounds with the residents are roughly 6am (depending on your residents) and you are expected to pre-round and write

notes on the patients that you watched their operations before rounds so plan to get to the hospital early enough to complete everything (usually 4:00-5:00). You will have to go through Baptist EPIC training if you have not already. Courtney Bishop will schedule this for you. Surgical cases usually begin around 7:30am. Make sure to read up the night before on the surgical cases that will take place the next day. You will be asked questions, so be prepared.

- e. Night call?: No. Although occasionally you are on long call.
- f. Weekends?: Yes, you round either Saturday or Sunday. Usually you round one day with the residents / attending.
- g. Where do you sleep if on call: N/A. The GME office does have call rooms though.
- h. What to wear: Scrubs.
- i. If scrubs, where do you get them: in the surgery locker rooms
- j. Where do you put personal belongings during the day: medical library or in the surgeons' lounge, but do not leave valuables in here
- k. Free food: Yes! In physicians' dining room

*\*\*\*General surgery, MIS, and surgical oncology at Baptist often all operate as one team of residents and students, so surgeries will overlap based on schedule.*

### **General Surgery at the VA**

- a. What door codes do you need: The resident room or "honesty room" code is 2+4 at the same time, then 3. Your VA badge gets you in the OR.
- b. Where do you get door codes: Ask residents
- c. Where do you get ID badge: Badge office in the basement. Residents can guide you.
- d. Day to day expectations: complete the list each morning and make copies before rounds, round in the morning, clinic on Tuesdays and Fridays-interview patients and present to the intern, scrub into surgeries and stay after to help the OR staff get the patient out of the OR, update the list and help out when you can!
- e. Schedule: M-F and one weekend day, hours fluctuate but rounds start between 5-6:30 and you get out between 3-7 depending on the day.
- f. Weekends: Yes
- g. Where do you sleep if on call: N/A
- h. What to wear: Scrubs

- i. If scrubs, where do you get them: bring your own, you'll have to wear paper scrubs before going into OR.
- j. Where do you put personal belongings during the day: Resident room
- k. Free food: Snacks and drinks

### **Methodist Acute Care Surgery / Surgical Oncology**

- a. This is predominantly an acute care surgery service as there is only one Surgical Oncology attending (Dr. Hinkle - colorectal) who consistently operates at Methodist.
- b. What door codes do you need: All doors can be accessed with your Methodist/Lebonheur ID badge. To gain access to the OR lounge, visit the security office located behind the auditorium next to the Pharmacy Where do you get door codes: N/A
- c. Where do you get ID badge: security office on the concourse level
- d. Day to day expectations: Cases usually start around 7:30-8:00am. In the mornings, students are responsible for updating the list with vitals, outputs, etc. This typically requires getting to the hospital around 5-5:15am. Rounding with the residents usually starts from 6-6:30am. The list should be completed and printed for this. Students do not have to pre-round on patients before rounding with the residents, but you should know at least a little about the patients on the list (especially the ones going for surgery that day). Throughout the day students either scrub in on cases or help the residents with writing orders, wound checks, etc. Plan to stay most days until 5ish.
- e. Night call? No
- f. Weekends? Yes, either Saturday or Sunday depending on the cases. Cases are only scheduled on Saturdays so that typically tends to be the more time intense weekend day. However, it can vary depending on emergencies
- g. Where do you sleep if on call: N/A
- h. What to wear: Methodist scrubs
- i. Where do you get them: in the surgery locker rooms
- j. Where do you put personal belongings during the day: in the surgeons' lounge, but do not leave valuables in here
- k. Free food?: Yes! There are multiple opportunities to eat throughout the day so take advantage!

### **Pediatric Surgery at Le Bonheur**

- a. What door codes do you need: None, need badge access for most doors
- b. Where do you get door codes: n/a
- c. Where do you get ID badge: Get ID at the security office next to staff entrance of new hospital
- d. Day to day expectations: Show up at 5:30am, see patients and write notes, round after, then watch/scrub on surgeries all day. Usually leave by 4-5pm.
- e. Night call?: None
- f. Weekends?: One day-leave by afternoon.
- g. Where do you sleep if on call: n/a
- h. What to wear: Scrubs
- i. If scrubs, where do you get them: In OR area
- j. Where do you put personal belongings during the day: OR lounge
- k. Free food?: No-discounted in cafeteria with Le Bonheur badge

### **Transplant Surgery at Methodist**

- a. What door codes do you need: None.
- b. Where do you get door codes: N/A
- c. Where do you get ID badge: Methodist ID office. If already have Lebonheur badge can have it activated there too.
- d. Day to day expectations: On most days expect long hours – anywhere from 12 to 24 hours. Early mornings during which you round on transplant patients; the mid-morning and early afternoon are occupied with scheduled surgeries and rarely transplants (transplant surgeons also do general surgeries on transplant patients, ranging from AVFs to gallstones to liver lesion removal). Transplants usually occurred during the late afternoon and early evenings after organ procurement. Occasionally done between 3-4pm. Be sure to take advantage of the opportunity to fly on the private plane for out-of-town organ procurement! It's a once-in-a-lifetime opportunity.
- e. Night call?: Not officially, although it wasn't unusual to stay at work until 10 PM or occasionally after midnight.
- f. Weekends?: Yes.
- g. Where do you sleep if on call: N/A
- h. What to wear: Scrubs.
- i. If scrubs, where do you get them: Locker rooms or from other rotations
- j. Where do you put personal belongings during the day: In the transplant room on the 10<sup>th</sup> floor of Thomas wing.

- k. Free food?: Yes, in the surgeons' lounge, open at all hours of the day, and in the physician dining room for breakfast and lunch.

### **Cardiothoracic Surgery at Baptist**

- a. What door codes do you need: just one for entry into the locker rooms. Be sure to tell the person who makes your badge that you need access to the physicians dining room – free food!
- b. Where do you get door codes: from the fellow
- c. Where do you get ID badge: security office on the concourse level
- d. Day to day expectations: Cases usually start around 7:30am. You can pre-round on patient in the hospital or from one of the cases you saw the day before and leave a note in the chart, so plan to get there around 6:30 or so. Dr. Garrett holds clinic one day a week, during which you will see a patient before and present them to him or the fellow. Really laid back. You also need to attend vascular conference with Dr. Garrett one day a week. He will let you know when.
- e. Night call?: no
- f. Weekends?: Yes, either Saturday or Sunday depending on the cases. Dr. Garrett or the fellow will give you guidance
- g. Where do you sleep if on call: N/A
- h. What to wear: scrubs
- i. If scrubs, where do you get them: in the surgery locker rooms
- j. Where do you put personal belongings during the day: in the surgeons' lounge, but do not leave valuables in here
- k. Free food?: Yes! In physicians' dining room, but don't count on taking an hour for lunch!
- l. Patient/procedure log: Yes online on the SIS clerkship tracker

### **Neurosurgery at MUH, ROH, LEB:**

- a. What door codes do you need: None needed
- b. Where do you get door codes: Not Applicable
- c. Where do you get ID badge: Security Office at the various hospitals
- d. Day to day expectations: Work as directed by residents. Contact the Neurosurgery residents directly for more information about the rotation and the residency itself, if interested.
- e. Night call?: Sometimes
- f. Weekends?: Yes
- g. Where do you sleep if on call: Couch



- h. What to wear: Scrubs
  - i. If scrubs, where do you get them: Methodist University Hospital
  - j. Where do you put personal belongings during the day: Office
  - k. Free food?: Occasionally
3. Grades:
- a. Percentages for evaluations and shelf: Evaluations: 45%, Shelf 40%
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): **Oral Exam 15%, Evals 45%** (75% General Surgery Month, 12.5 % Elective 2-weeks; and 12.5% Trauma 2-weeks), **Shelf Exam 40%**
  - c. Evaluations: Residents and some attendings complete the evaluations for general surgery and electives. The chief resident completes the trauma 2-week evaluation unless asked to send to someone else.
  - d. Best books to study from: DeVirgilio Surgery, NMS Surgery Casebook, USMLEWorld questions, CaseFiles Surgery. NMS casebook is great for the oral exam. Surgical Recall is good before cases to learn the relevant anatomy. Don't buy it, Sassi has hundreds. Also the Kaplan/Pestana review is great to review close to the exam
  - e. Good places to study during downtime at hospital: In the OR if you have time, otherwise you are pretty busy. You may have some free time before cases as well, so this can get you 15-30 minutes of valuable study time.
  - f. Shelf exam location: GEB or remotely via Zoom
  - g. Extras (like CLIPP exams, OSCEs): Nothing. Generally, be nice to everyone, especially the scrub techs. ASK POLITELY BEFORE TAKING ANYTHING OFF THEIR MAYO TRAY. This is especially true at ROH.
4. Lectures: Mandatory. On zoom.

# Chattanooga

# Internal Medicine - Chattanooga

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[Patrick.koo@Erlanger.org](mailto:Patrick.koo@Erlanger.org)

**Course Coordinator:** Joyce Poke  
[joyce.poke@erlanger.org](mailto:joyce.poke@erlanger.org)  
(423) 778-6670

Before the rotation:

- a. Can you request sites/MDs/teams: Everyone is at Erlanger for both months; You can request which inpatient teams you want to rotate on.
  - b. How do you make this request: Email Joyce Poke! She is extremely helpful and takes care of the scheduling.
1. Orientation:
- a. Location: General Chattanooga orientation will take place first at Whitehall building across from Erlanger with EMR training for Erlanger's system on the first day of the rotation for those who are new to rotations in Chatt. The general orientation ends with a tour of Erlanger showing call rooms, cafeteria, etc. After this general orientation you will go to a specific medicine orientation where you will be given many more details about what to expect as well as your team assignments. They will show you where to go. If you've already done a rotation in Chatt prior to this, you don't go to the general orientation, the Medicine orientation will be your first event of the morning.
  - b. Duration: General orientation was a couple of hours in the morning, and then medicine orientation was a couple of hours as well. We then got lunch and met with our teams.
  - c. What to wear: Business casual and white coat. Come prepared to work after orientation just in case.
  - d. Do you go to work afterwards: You will be connected with your team and have the chance to meet them / the chief resident to be given some more team specific info & expectations. Can go home after that. Be ready to come back for pre rounds at 6am with the team the next day.
  - e. What do you do (ex. go over syllabus, computer training, etc.): There is a large syllabus you will go over with expectations for the rotation. Erlanger uses the EPIC EMR so every student will need to do computer training before the general Chattanooga orientation. They will send you the info for this

- f. Any paperwork needs to be filled out beforehand: Just the basic forms for Chatt rotations. These will be emailed to you. Also, you will need to upload a picture of yourself. Again, this info will be sent to you in an email by the clerkship secretary closer to time for your rotation.
  - g. Any online training modules: Complete computer training for EPIC (Best to have this done before orientation so that you have EMR access, it takes a few days for them to approve your access)
2. The rotation:
- a. What door codes do you need: They are given to you the first day. Orientation is very organized; you won't be left lost in the hospital not knowing necessary codes. If your door code does not work on the first day, you will have already been given the contact information of the person who will help you in your orientation packet. You will also be given a code that will get you into all the ICU's and any other restricted area of the hospital. Tip: On all of my rotations I would keep a note in my phone and add codes (and other useful info) I picked up along the way in case I found myself needing to use them again. If you can't get in to one of the various ICU's, just use the intercom and tell them you are a med student.
  - a. Where do you get door codes: See above. You will get this code during orientation
  - b. Where do you get ID badge: At orientation.
  - c. Day to day expectations: 6 weeks in the hospital for inpatient, 2 weeks on ambulatory in the resident clinic. **Inpatient:** Carry 1-4 patients at any given time. Sometimes you will round in the morning, other times you will not round until after lunch. In theory, you should have your notes done before your intern, and this is a general rule that you should strive for on all rotations (in practice it is not strictly enforced). I would try to see my patients before my intern, but would still be there finishing my notes after the interns had come and left, mostly because you will be much slower than them, looking things up as you go on Up to Date, Epocrates, etc... also, your notes will probably be longer and more detailed than your interns. It is important to not leave anything out and to know everything about your patients, esp. when you are only carrying 1-2 patients. You will need to turn in an early H&P and a later H&P to show improvement, as well as 1-2 progress notes with edits from your resident. There is noon conference every weekday. You can bring your lunch to this. Usually done by 4-5pm on inpatient. **Ambulatory:** Monday-Friday in resident clinic, 8am-5pm, wear business casual.
  - d. Call?: There is no overnight call
  - e. Weekends?: **Inpatient:** you will have on average one day off per week. Which days you take off are team-dependent but frequently you will take off the same day as the intern. **Ambulatory:** weekends off. \*If you know in advance you have a weekend event on this rotation, email the clerkship coordinator in

advance to do your ambulatory portion during this time. Otherwise, may be able to ask team for a full weekend off if willing to make up the day at another time.

- f. Where do you sleep if on call: n/a
- g. What to wear: Scrubs on inpatient and business casual on ambulatory; If scrubs, where do you get them: In the locker rooms of the OR (ask to be shown where this is if you are unsure).
- h. Where do you put personal belongings during the day: There is a medicine call room only accessible by your own door code that most everyone leaves their belongings in (residents/interns/students), but there are locker rooms near the call rooms. You will be shown this during orientation. Lockers are usually occupied by residents. You have to have a key to get into the locker room itself so I felt safe leaving my backpack on top of the lockers, but would advise keeping your valuables on you.
- i. Free food?: Yep! Good food, too. You are given a meal card that has \$30 per 2 weeks on it (will not rollover to the next 2 weeks). It also works at the Starbucks...use it wisely! (No, it can't be used towards Starbucks giftcards ☹)
- j. Patient/procedure log: Duty hours and patient/procedure logs also need to be documented via iLogin.

### 3. Grades:

- a. Percentages for evaluations and shelf: 2/3 eval, 1/3 shelf (uncurved) and you must PASS the OSCE (which is pass/fail). In the past, have needed an uncurved minimum of an 80 on the shelf exam to be eligible for an A (consult your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
- b. Extra grades (presentations/quizzes/bonuses/oral exams): There is a pass/fail OSCE that is done around the 7<sup>th</sup> week of the rotation. It will be held in Chatt. You also must turn in an early and late H&P as well as 1-2 progress notes with resident edits.
- c. Evaluations (who does them,): You will get one from your attending after the 1<sup>st</sup> month (half way) and one from your attending at the end of the rotation (and the same during month 2 of the clerkship). Also, you should get some from your residents who know you well... just ask them! You will use paper evaluations. Just give the eval (given to you at orientation) to your resident, attending, etc. and ask when a good time is for you to get them back to turn in, or they may prefer to turn them in directly for you. A good idea is to compile your H&P's, evals, pt log, etc in a manila envelope to turn in the last day.
- d. Best books to study from: Step-up to medicine. Pocket Medicine, the little blue book to carry around in your coat. USMLE World Step 2 Qbank, MKSAP questions, Emma Holliday review video

- e. Good places to study during downtime at hospital: There is a library on the third floor of the Whitehall building across the street from Erlanger. It is available 24hrs a day with keycard access. There's also the Starbucks in the hospital, the medicine call rooms, or the overnight call rooms.
  - f. Shelf exam location: The shelf examination is given on the last Friday of the Clerkship. It is an on-line exam and is given in the computer classroom on the first floor of the Whitehall Building.
  - g. Extras (like CLIPP exams, OSCEs): There is an OSCE now. it was only 1 patient for us.
4. Lectures:
- a. Location: Varies. Mostly in the WW2 conference room, the oncology conference room or in the Probasco auditorium. Your residents will make sure you know where to go.
  - b. Physical exam simulation at the beginning of the rotation.
  - c. Mandatory attendance on grand rounds every other Thursday even when on clinic.
  - d. Journal club once a month led by resident liaison.
  - e. Ultrasound lectures / hands on sessions are given by critical care faculty, mandatory & incredibly helpful.

# Pediatrics – Chattanooga

**Course Director:** Cathy Stevens, MD  
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(423)-778-6696

**Course Coordinator:** Tammy Elliott  
([tammy.elliott@erlangers.org](mailto:tammy.elliott@erlangers.org))

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Yes, If you have certain interests in Peds make sure to ask to be placed in those clinics on outpatient
  - b. How do you make this request: contact Tammy Elliott
2. Orientation: General Chattanooga orientation virtually morning of first day of rotation. Complete required virtual EMR/hospital training before. Then you will have a brief orientation with clerkship director Dr. Cathy Stevens.
  - a. Location: 3rd floor Kennedy Outpatient Center
  - b. Duration: about 30-45min
  - c. What to wear: Professional dress
  - d. Do you go to work afterwards: Yes. After orientation you meet your inpatient team or go to your assigned clinic for the afternoon.
  - e. What do you do (ex. go over syllabus, computer training, etc.): The syllabus, what you have to turn in at the end of the rotation, expectations.
  - f. Any paperwork needs to be filled out beforehand: No
  - g. Any online training modules: No
3. The rotation:
  - a. What door codes do you need: They will give them to you at orientation
  - b. Where do you get door codes: You will receive these at the Chattanooga Orientation
  - c. Where do you get ID badge: You will receive these at the Chattanooga Orientation
  - d. Which elevators should you be using? G and H
  - e. Day to day expectations:
    - i. Inpatient: Be there at 6:15 am for morning checkout (ask residents where the checkout room is) The pediatrics “hub” is called the Aquarium and is a small room on the 4th floor right next to the nurses station. This is where you go in the morning to find any residents and to print off a current patient list. All patients are on the 3<sup>rd</sup> and 4<sup>th</sup> floors of Erlanger Children’s. You will see 1-3 patients every morning.

Make sure to update the resident room board with which patients you are seeing. Also place your initials next to the residents' on the list. If possible, only see patients admitted to the hospitalists. Write a SOAP note and discuss with resident. 8:00 is morning report/grand rounds and is in the pediatric conference room on the 1<sup>st</sup> floor. Afterwards, rounds typically start at 9:30. Notes should be in charts before rounds begin. Be prepared to present your patients. In the afternoons, you go with residents to see new patients in the ER, follow up on your current patients labs/any work up they're receiving, and keep the list and fishbowl board updated. Most days you will be done around 4-5PM. You will have one weekend call day during your inpatient month, where you arrive at 6:15am and leave around 12pm.

- ii. Outpatient: Start off by going to morning report/grand rounds every morning at 8am. Held both in-person and virtually. Afterwards, you have a clinic to go to in the mornings and then a different clinic to go in the afternoons. You will get a sheet with all the clinic locations during pediatric orientation. Just show up and tell the nursing staff/doctor you are the medical student there for the day. In most clinics you will shadow the doctor. Every so often one of the doctors might ask you to see a patient on your own and present. Make sure to get your clinic attendance sheet signed at the end of each clinic. Additionally, during your outpatient month you will have one week of Peds ER. You show up at 1pm to the Peds ER and stay until 9pm (8 hour shift). Here, you usually pick up new patients, get a basic history and physical, and then present the patient to your supervising resident or attending.

Outpatient clinic consists of GI, Cardiology, Genetics, Pulmonology, Cystic Fibrosis Clinic, Pediatric Radiology, Heme/Onc, Nephrology, Orthopedics, Urology, Behavioral Psychiatry at Siskin, Psychology.

- iii. Friday lecture: Statewide virtual peds lecture every Friday from 1-5pm EST for students. If you are on inpatient, you will be excused after rounds to go to lecture.
- f. Night float: 4 nights of call, plus Saturday or Sunday. Get there around 5PM and leave after turnover (6AM). (You will rarely stay all night.). Nights are the best time to get your observed H&P done. (Sidenote, depending on the resident and how busy the shift is, you usually get sent home by midnight or 1am)
- g. Weekends: One Saturday or Sunday during your inpatient month. 6:15-12pm, although depending on the resident you might leave sooner. You can switch your weekend days as long as there is only 1 student per day.
- h. Where do you sleep if on call: There is a call room for students, but not really sleeping on designated night float.



- i. What to wear: Professional dress or Scrubs for both inpatient and outpatient. Make sure to ask your resident beforehand.
  - j. If scrubs, where do you get them: 2<sup>nd</sup> floor SCRUBEX machine by ORs
  - k. Where do you put personal belongings during the day: the Pediatric resident call room
  - l. Free food?: \$30 every 2 weeks, does not roll over to the next 2 weeks.
    - i. Also free access to hospital workout facility
  - m. Patient/procedure log: Case and time logs required on eMedley. You have to write a longer, more detailed blurb about each patient than required on most other rotations so don't procrastinate!
4. Grades:
- a. Percentages for evaluations and shelf: 50% evaluations, 35% shelf (curved), 10% CLIPP exams, 5% Nursery. In the past, have needed a uncurved minimum of an 80 on the shelf exam to be eligible for an A (consult your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): 10% CLIPP exam. This is a free-response written exam given at the end of week 3. Questions come directly from information in required Aquifer cases, so thoroughly review them.
  - c. Evaluations (who does them, etc): The inpatient hospitalist attendings with help from the senior inpatient resident
  - d. Best books to study from: Case files, BRS peds, pre-test, Lange questions book, U-world, and the Aquifer cases. They will provide you with a pediatric textbook. If you have time, it is a good resource to use.
  - e. Good places to study during downtime at hospital: Medical student lounge in Massould building (ground floor)
  - f. Shelf exam location: Whitehall
  - g. Extras (like CLIPP exams, OSCEs): CLIPP exams are taken on week 3. Dr. Stevens will tell you where to go.
5. Lectures:
- a. Location: held virtually over Zoom from 2-5pm EST for pediatrics across the state
  - b. Are they mandatory (ie, is there a sign in or roll taken): Virtual attendance checked
  - c. Wrap up lectures from 1-5pm EST day before Shelf study day

# Obstetrics/Gynecology—Chattanooga

**Course Director:** Jeanie Dassow, MD  
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(423) 778-5192

**Course Coordinator:** Connie Land  
Connie.land@erlanger.org

1. Before the rotation:
  - a. Can you request sites/MDs/teams? No, each student is at Erlanger, outside clinics for the rotation, and completes 1 week of Obstetrics, 1 week of gynecology, 1 week of Night float (obstetrics), 1 week of resident clinic, 1 week of outpatient, and 1 week of gyn onc.
2. Orientation:
  - a. Location: Since COVID, the general Chattanooga orientation takes place via Zoom at 9am for new students only. Their EPIC training is sent to students prior to coming to the rotation & completed. The departmental orientation starts at 8:00am in the OB/GYN Conference room located in the Medical Mall at Erlanger in C720.
  - b. Duration: 1 hour for general orientation, 1 hour for OBGYN orientation
  - c. What to wear: Wear dress clothes and white coat to orientation
  - d. Do you go to work afterwards? It depends on the team/resident. Be prepared to go if needed.
  - e. Students receive their ID badges, Dr. Dassow reviews the clerkship video with them, and the expectations in OB rotation. After general orientation, the students will tour the hospital with a resident, and skills lab review from 1-4pm.
  - f. Any paperwork needs to be filled out beforehand? No, only the student's agreement form for their book.
  - g. Any online training modules? Yes, for Epic Access that Courtney sends out so students can complete before rotation begins.
3. The rotation:
  - a. What door codes do you need: door access code for labor and delivery floor, student call room. Different code for OBGYN residents' lounge. Dr. Dassow will give you a code for the back door of the resident clinic.

- b. Where do you get door codes: door access codes are in packet at departmental orientation, residents will give out door code to OBGYN residents' lounge
- c. Where do you get ID badge: ID badges are given to you at the departmental orientation.
- d. Day to day expectations: **Gyn**: Contact Chief of Service the night before for instructions on where to meet, see patients, write SOAP notes, round with resident, then typically scrub in on surgeries. **OB**: arrive @6:00 am for turnover, most time spent on L&D floor monitoring laboring patients or seeing patients in L&D triage. **Night float**: same as OB weeks except arrive at 4:45pm for turnover, leave after 6:15am turnover (over by 7am). **Outpatient**: 8am-5pm on resident clinic days. Other "special clinic" days will follow different schedules as outlined during orientation. **Gyn-Onc**, same as Gyn. Round on patients in morning, then scrub into surgeries in the afternoon.
- e. Night call: One week of night float Sunday to Thursday (4:45p-6a)
- f. Weekends: Only the Sunday evening starting at 4:45p.
- g. Where do you sleep if on call: There's no sleeping on call (you will get in trouble for this).
- h. What to wear: Scrubs except for clinic weeks.
- i. If scrubs, where do you get them: 2nd floor SCRUBEX Machine by the ORs
- j. Where do you put personal belongings during the day: residents' lounge
- k. Free food: \$30 loaded onto meal card every 2 weeks, does not roll over to the next 2 weeks.

\*Patient/procedure log: patient log contained in packet given at OBGYN Orientation are for your records only. Logs on eMedley required and will be checked by Dr. Dassow at the mid-rotation feedback session and at the end of the rotation.

#### 4. Grades:

- a. Percentages for evaluations and shelf: Clinical Activities =60%, Shelf 30% OSCE = 10% of grade. The minimum raw scores needed to be eligible for an "A" grade will vary based on number of Clerkships completed prior to OB/GYN Clerkship. The minimum passing score on the shelf score will vary based on number of Clerkships completed prior to the OB/GYN Clerkship.
- b. Extra grades: None
- c. Evaluations: midmonth evals by residents, discussed with attending, final evals by residents who you worked with, then turned in at mid-rotation evaluation with Dr. Dassow.

- d. Best books to study from: Obstetrics and Gynecology is official text, Uwise questions online very helpful, First Aid for OBGYN, Case Files, Uworld questions. APGO Educational Videos are part of the curriculum and are available on YouTube.
  - e. Good places to study during downtime at hospital: residents' lounge, Starbucks in medical mall
  - f. Shelf exam location: 1st floor Whitehall building or Remote
  - g. Extras: OSCEs are typically on 5<sup>th</sup> Friday before rotation ends.
5. Lectures: Friday Didactics 7:00am, meet Dr. Dassow in the OB offices on the 7th floor, then she talks to each student about their week (likes/dislikes/etc). Other faculty lecture on Mondays, Wednesdays, Thursdays, and some Fridays. Students may be asked to present on a topic while here. Make sure this is a FORMAL presentation.

# Family Medicine—Chattanooga

**Course Director:** Sara Conway, MD  
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**Course Coordinator:** Artnita Paris  
[artnita.paris@erlanger.org](mailto:artnita.paris@erlanger.org)

1. Before the rotation:
  - a. Requesting/MDs/teams: You can request a specific family medicine physician to work with during the preceptor month and inpatient/outpatient month first.
  - b. How to make this request: Email Artnita Paris, [Artnita.Paris@erlanger.org](mailto:Artnita.Paris@erlanger.org),
2. Orientation:
  - a. Location: General Chattanooga orientation will take place first at Whitehall building across from Erlanger with EMR training for Erlanger's system on the first day of the rotation for those who are new to rotations in Chatt. Family Med orientation following that will take place at 960 East Third Street, Suite 104 (Bldg across from hospital)
  - b. Duration: Most of the morning.
  - c. What to wear: Dress clothes.
  - d. Do you go to work afterwards?: You will go to the Family Practice Center (1100 East Third Street – across from McDonald's) at lunchtime.
  - e. What will be covered (ex. go over syllabus, computer training, etc.)?: Review syllabus, get reading assignments, get work schedule, tour area. You may or may not be working that afternoon, depending on your schedule. If you are new to Chatt, you may need to do a computer training for Erlanger's new EMR, you should be contacted about this if so.
  - f. Any paperwork needs to be filled out beforehand?: Artnita will email you ahead of time concerning EMR access, etc.
  - g. Any online training modules: Yes for EPIC access
3. The rotation:
  - h. What door codes do you need?: You'll get codes at orientation.
  - i. Where do you get ID badge?: Initial orientation will provide details.
  - j. Day to day expectations: 1 month of inpatient (See your patients at 6:00 am, rounds from 8:00-12:00, lunch lecture, and patient care/rounding until 3:30-5:00. 1 month of outpatient (You mimic your preceptors schedule + lectures).

- k. Night call?: There is no week of night float on this rotation. You will however be assigned one Saturday night call from 5pm-8am while inpatient.
- l. Weekends?: One overnight call on a Saturday night as state above while on inpatient
- m. Where do you sleep if on call?: N/A
- n. What to wear?: Scrubs inpatient, business casual outpatient.
- o. If scrubs, where do you get them?: You will receive a Scrub-X code.
- p. Where do you put personal belongings during the day?: In the secure family medicine lounge.
- q. Free food?: **Inpatient** -\$30 loaded onto meal card every 2 weeks, does not roll over to the next 2 weeks. **Outpatient** – depends on clinic, mostly no
- r. Patient/procedure log: Yes, eMedley

#### 4. Grades:

- s. Percentages for evaluations and shelf: 50% clinical, 30% shelf (curved), 20% powerpoint presentation. In the past, have needed an uncurved minimum of a 78 (curved grade of an 85) on the shelf exam to be eligible for an A (consult your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
- t. Extra grades (presentations/quizzes/bonuses/oral exams): EBM Powerpoint presentation that is 20% of your final grade
- u. Evaluations : Residents, faculty, and preceptors complete paper evaluations which are combined to apply to final grade. final is posted to Emedley
- v. Best books to study from: AAFP Board Review Questions, Step Up to Medicine Ambulatory chapter, Case Files – Family Medicine, Uworld.
- w. Good places to study during downtime at hospital: There is little free time during inpatient, but you can study in the FM lounge which is the team's home base if you're free. The Medical Library in the Whitehall Building, 3<sup>rd</sup> Floor, has study areas, and there is also a Starbucks within the hospital.
- x. Shelf exam location: Whitehall building, 1<sup>st</sup> floor. All rotations in Chattanooga take the shelf in the same room.
- y. Extras (like CLIPP exams, OSCEs): Just the powerpoint presentation which is 20% your grade as noted above

#### 5. Lectures:

- z. Location: Family Practice Center conference room.
- aa. Are they mandatory (ie, is there a sign in or roll taken):
  - i. **Outpatient** - you're expected to attend certain noon conferences (no sign-in) and all special med student lectures (yes sign-in).
  - ii. **Inpatient** - you're expected to attend all noon conferences



- h. What to wear: Just Dressy casual, won't wear white coats for interacting with patients
  - i. If scrubs, where do you get them: N/A
  - j. Where do you put personal belongings during the day: There is a small break room that has a closet that locks with your key that you can put things in.
  - k. Free food?: Bring your lunch, or there is ample time to go out to eat during lunch break.
  - l. Patient/procedure log: Emedley patient logs
4. Grades:
- a. Percentages for evaluations and shelf: 50% evaluations, 50% shelf. In the past, have needed an uncurved minimum of an 80 on the shelf exam to be eligible for an A (consult your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): N/A
  - c. Evaluations: Dr. Hime does the evaluations with input from the psychiatrist you worked with on your unit.
  - d. Best books to study from: First Aid Psych, U-world
  - e. Good places to study during downtime at hospital: You will be provided with a lunch/break/study room for all students on the rotation.
  - f. Shelf exam location: 1st floor Whitehall building
  - g. Extras (like CLIPP exams, OSCEs): Nope
5. Lectures:
- a. Zoom lecture once a week with the memphis students, and in-person certain days with Dr. Hime
  - b. Location: Remote
  - c. Are they mandatory (ie, is there a sign in or roll taken): Yes, all of them are mandatory.



# Neurology—Chattanooga

**Course Director:** Abdelazim Sirelkhatim, MD  
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(423) 778-4460

**Course Coordinator:** Joyce Poke  
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(423) 778-6670

Location: Chattanooga - Erlanger Hospital

1. Before the rotation:
  - a. Can you request sites/MDs/teams: No. This is a small group so everyone works together. There are some days that you may be working with Dr. Pitiyanuvath but mostly you spend every day with Dr. Sirelkhatim.
  - b. How do you make this request: N/A
2. Orientation:
  - a. Location: General Chattanooga orientation will take place first at Whitehall building across from Erlanger with EMR training for Erlanger's system on the first day of the rotation for those who are new to rotations in Chatt. Neurology orientation will follow and also is at the Whitehall Building. There is a big UT College of Medicine sign on the building.
  - b. Duration: Depends on whether it is your first rotation at Erlanger. If it is, there is a group orientation to go over paperwork, pagers, and a tour of the hospital. Typically you will break off and go to your department (in this case the Erlanger Neurology offices) after the tour. If you have done a rotation at Erlanger already you should just go to Dr. Sirelkhatim's office. You would usually be notified what time is best to meet in this case.
  - c. What to wear: Wear dress casual clothing (e.g. slacks and a buttoned down shirt) and your white coat or Scrubs and white coat. He was not particular about the men wearing ties, but he always dresses very well so we tended to try and follow his lead.
  - d. Do you go to work afterwards: The first day we spent at his office watching videos about the proper way to perform a full neurological exam. We also watched videos about using the NIH stroke scale.
  - e. What do you do (ex. go over syllabus, computer training, etc.): Any paperwork needs to be filled out beforehand: We basically went over what was expected of us and how the rotation would go. It was very low-stress and friendly. Dr. Sirelkhatim immediately puts you at ease.
  - f. Any online training modules: Yes, as mentioned above.
3. The rotation:

- a. What door codes do you need: A single code will get you into all the doors required.
  - b. Where do you get door codes? At orientation. You'll also get login information to access patient info via Epic on the Erlanger computers.
  - c. Where do you get ID badge: This is also part of the orientation session. After going over the paperwork, pagers, etc., the group will be led to the office around the corner from Whitehall where ID badges are made. They will be taking your picture, so don't show up for orientation all scruffy-looking.
  - d. Day to day expectations: You will normally text Dr. Sirelkhatim or the internal medicine resident working with him around 8am each morning. He will tell you which patient consults he has, and you will divide them between you however you want. You go to the patient's room, do a neuro exam, and write a note. Dr. Sirelkhatim will let you know approximately when he will start rounding and where to meet. Once everyone is done, Dr. Sirelkhatim will join you at the predetermined location and you will round together. It is very laid back and he teaches a LOT. He has a way of imparting a great deal of information in a very easy going manner. He is one of the best teachers I have ever encountered.
    - i. You will also have regular zoom lectures from Memphis. Night call?: No night call.
  - e. Weekends?: No weekends.
  - f. Where do you sleep if on call: N/A
  - g. What to wear: Business casual or Scrubs
  - h. Where do you put personal belongings during the day: 6th floor locker rooms.
  - i. Free food?: Yes. Your card (provided in your packet during general orientation at Whitehall) has \$30 per 2 weeks on it to use in the cafeteria, starbucks, subway, etc. (money does not rollover).
  - j. Patient/procedure log: Just complete it online as for all other rotations.
4. Grades:
- a. Percentages for evaluations and shelf: As of now, the percentages are 50% Shelf Exam and 50% Clinical Evaluation. In the past, have needed an uncurved minimum of a 75 on the shelf exam to be eligible for an A (consult your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): Can get extra points from the individual and groups quizzes.
  - c. Evaluations ( ): Dr. Sirelkhatim will evaluate you as well as on outpatient neurologist of your choosing.

- d. Best books to study from: The required textbook was excellent. Clinical Neurology, 6th Ed. by Aminoff. Uworld questions
  - e. Good places to study during downtime at hospital: The library is a great study spot. Also, there are lots of tables in front of Starbucks in the Medical Mall.
  - f. Shelf exam location: 1st floor Whitehall or 2<sup>nd</sup> Floor Whitehall.
  - g. Extras (like CLIPP exams, OSCEs): None but the quizzes listed above.
5. Lectures:
- a. Location: zoom from Memphis, primarily.

# Surgery—Chattanooga

**Course Director:** John Daniel Stanley, MD  
[Daniel.stanley@universitysurgical.com](mailto:Daniel.stanley@universitysurgical.com)

**Course Coordinator:** Breanna Lomnick  
[Breanna.lomnick@universitysurgical.com](mailto:Breanna.lomnick@universitysurgical.com)

## 1. Before the rotation:

- a. Can you request sites/MDs/teams: Yes, if you have a particular interest email coordinator.

## 2. Orientation:

- a. Location: The surgery conference room in the Surgery Department on the 4th floor of the Medical Mall, off the B elevators
- b. Duration: 6-12
- c. What to wear: Business attire and white coat
- d. Do you go to work afterwards: Meet/contact your team and see if there is anything you can help with. Take the time to make sure door codes work, you have access to Epic, and you have scrubs for the morning
- e. What do you do (ex. go over syllabus, computer training, etc.): At the surgery orientation, go over call schedules, expectations, etc. You will take a tour of Erlanger and see the student call rooms, resident workrooms, the ORs, etc. There will also be a general orientation for all Chattanooga students to go over policies, NetAccess EMR codes, building access/badging and IT
- f. Any paperwork needs to be filled out beforehand: Yes, if it is your first rotation in Chattanooga. Courtney Orloski will send these to you
- g. Any online training modules: For EMR access, details will be provided prior to start of rotation by Courteny Orloski.

## 3. The rotation:

- a. What door codes do you need: Residents' lounge, ORs, ICUs, ED. (22537# works for them all) BADGES will not give you access to doors or scrub machines. Use the provided door code for access and personal code for the scrub machine.
- b. Where do you get door codes: During orientation, you will also be provided a code for the scrub machine.
- c. Where do you get an ID badge: Get it during orientation on the first day.

## 4. Day to day expectations: 2 week blocks of four of the following services: trauma surgery, general surgery A, ACS (acute care surgery), Pediatric surgery, Orange service, or vascular surgery.

- a. Trauma - Arrive at 5:30 and round on your patients. Rounds will typically be at 8 am on the 9th floor with surgery residents, trauma PAs/NPs, pharmacy, and case management. Stay until 5pm handoff and watch any scheduled trauma attending

- cases and be present for any incoming traumas. Every morning, pick up a trauma pager from the med student call room and return it each evening. Run to the ER when the trauma pager goes off and gown/glove/mask up. Get ready to take trauma notes, cut off clothes, put in foley, do ABGs, etc. When you post-call, leave after notes are done and the senior gives the ok, but you must stay for conferences on Tues, Wed, and Thurs.
- b. Gen A/B - Arrive at 5:30 to chart review and see patients. Residents prefer you follow the same patients day to day. On weekend calls you will table round with the attendings. Weekday there are no formal rounds because so many different attendings admit to this service. Residents are usually pretty good about letting you scrub whichever cases you want, so take the initiative and look up the OR schedule the afternoon beforehand. If a post call, leave after the conference unless lectures.
  - c. ACS - Arrive at 5:30 to chart review and see patients. You may have to stay late if there are late consults and you scrub into the surgery. If post call, leave when a senior gives the ok but stay for lectures.
  - d. Vascular - Arrive at 5:30 and you are able to leave when all cases are over. A lot of endovascular cases are scheduled in the afternoons. You may have to stay until 6 or 7pm some nights. Rounds can sometimes be with the vascular fellow or the attending. Vascular conference is once a week and you will have to present at one of the conferences.
  - e. Pediatric - Arrive at 5:30 to chart review and see patients. Test the residents to see what time you round in the children's PACU with the NP. After rounds you wait for cases to begin. If you post a call, write your daily progress notes then leave when residents say it's ok; if there's a conference, you must attend.
  - f. Orange - Arrive at 5:30 to chart review and see patients. Meet on the 7th floor in the chief residents room to run the list prior to rounds. Tuesdays and Wednesdays there is a clinic - must attend. This service is supposed to be run by residents - this is a good opportunity to be actively involved with the patient/surgery! Take initiative and read up on cases beforehand.
  - g. Each week, there are scheduled morning didactic sessions:
    - i. Look for information via the Google Classroom App or calendar
    - ii. \*All are mandatory. Be on time. It is okay to bring breakfast to these conferences if you are on time. It looks really bad to show up late with food...All are held in the big auditorium in the basement of the medical mall. Medical students sit on the right hand side in the first 4-8 rows of the auditorium.
      1. Tuesday- Basic Science conference 7am-8am
      2. Wednesday-Grand Rounds 7am-8am (must wear dress clothes and change into scrubs after, no matter which team you are on)
      3. Thursday-M&M 7am-8 am
  - h. Night call?: Yes. Will have 8 call shifts total, two of which will be on a Fri and a Sat. These are 24 hour call. During the AM work as usual with your team but during PM handoff you will transition to your assigned call team (these are usually the same). You are required to attend the morning conference post call.

- If on trauma, respond to all trauma pages, otherwise you are free to scrub into any surgery you would like to unless a resident tells you to go to a specific one
- i. Weekends?: If on call, come in like a normal weekday. If not on call, get weekend days off.
  - j. Where do you sleep if on call: Student call rooms on 7th floor F elevators.
  - k. What to wear: Scrubs except for on all 4 services-Wednesdays for Grand Rounds, Gen A-attending rounds (a lecture) on Fridays and Vascular-for Vascular conference on Monday.
  - l. If scrubs, where do you get them: Only scrub machine accessible to medical students is on the second floor, outside Skylight workroom
  - m. Where do you put personal belongings during the day: Leave them in the 7th floor lounge or in Skylight
  - n. Free food?: Yes. Your card (provided in your packet during general orientation) has \$30 per 2 weeks on it to use in the cafeteria, Starbucks, subway, etc. (money does not rollover).
  - o. Patient/procedure log: Yes. In addition to emedley case logs, you will be given a booklet at orientation with a list of procedures and diagnoses required to do/see. If you have completed one of these tasks, a resident must sign your booklet. Turn this the day of your oral exam.
  - p. Notes: On this service you will be required to complete a minimum of 120 daily progress notes (~3 patients per day). These will be on paper because the students don't have the ability to submit notes in Epic. Note templates can be found in the resident workrooms. After presenting your patients, have the resident sign your notes and turn them into Breanna.

#### 5. Grades:

- a. Percentages for evaluations and shelf: 45% evals, 40 % shelf (curved), 15% oral exam. In the past, have needed an uncurved minimum of an 81 on the shelf exam to be eligible for an A (check your syllabus/ask your clerkship coordinator for updated info on shelf minimums)
- b. Extra grades (presentations/quizzes/bonuses/oral exams): Oral exam worth 15% of your grade, administered by faculty plus 1 resident
- c. Evaluations: Done by residents and attendings. Final eval is a compilation made by Dr. Stanley
- d. Best books to study from: The lectures given by residents and attendings will prepare you for the shelf, arguably the best lectures in the college of medicine. Pretest Surgery is extensive but really helpful for the shelf exam. NMS Casebook,. Pestana's Summary Book very helpful.(If you are more of an auditory/visual learner, Online MedED has its general surgery section organized in the same format as Pestana's case book.),Surgical Recall (good pocket reference and great for surgery wards/pimp questions/case presentations), USMLE World Step 2 QBank, Emma Holiday Review Video and PowerPoint (for both surgery AND medicine). **There is a lot of internal medicine on the surgery shelf exam. So I would recommend doing all of the internal medicine GI questions on UWorld as a starting point.**
- e. Good places to study during downtime at hospital: Library on 1st floor, call rooms, residents' lounge on 7th floor, students' lounge on 6th floor
- f. Shelf exam location: Whitehall Building- GME Office.

g. Extras (like CLIPP exams, OSCEs): Oral exam (see above)

6. Lectures:

a. Location: Different places-usually in the surgery conference room on the 4th floor of the Medical Mall

b. Are they mandatory (ie, is there a sign in or roll taken): Yes. Dr. Stanley and the residents extensively prepare you for the oral exam and shelf. Do not miss sessions. Dr. Fischer talks with the group on a weekly basis and will cover any possible topic that you wish to discuss, from changes in Medicare to how to get into a residency program

# Knoxville

## **Student Affairs Information – Knoxville**

Location: 3<sup>rd</sup> Floor of GSM Building

*Directions: Please make sure you come around to the courtyard between the Graduate School of Medicine building and the 12 story Boling Patient Pavilion and enter the building at the University Family Physicians entrance. Once inside, please walk toward the door directly in front of you and there will be a stairwell. Take the stairs to the 3<sup>rd</sup> floor, turn left, and you have arrived.*



# Internal Medicine—Knoxville

**Course Director:** Janet Purkey, MD  
[jpurkey@utmck.edu](mailto:jpurkey@utmck.edu)  
(865) 305-6521

**Course Coordinator:** Deanna Porter  
[dporter8@tennessee.edu](mailto:dporter8@tennessee.edu)

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Yes
  - b. How do you make this request: Email Dr. Purkey or the course coordinator
2. Orientation:
  - a. Location: UT Hospital in the Graduate School of Medicine
  - b. Duration: 30-45 min
  - c. What to wear: business attire
  - d. Do you go to work afterwards: yes
  - e. What do you do (ex. go over syllabus, computer training, etc.): syllabus
  - f. Any paperwork needs to be filled out beforehand: no
  - g. Any online training modules: No
3. The rotation:
  - a. What door codes do you need: door codes to call room and call hallway (get from a resident)
  - b. Where do you get door codes: n/a
  - c. Where do you get ID badge: Brittany Bracco or Heather Johnson emails you and you go to a campus orientation before.
  - d. Day to day expectations: see patients before 8:30 a.m. (or before 8:00am didactics on Tuesdays), round with team, noon conference, student lectures
  - e. Night call?: no
  - f. Weekends?: resident dependent, usually yes, on admit day
  - g. Where do you sleep if on call: student call room, 6 north in hospital
  - h. What to wear: business attire unless on call or post-call (you can wear scrubs then)
  - i. If scrubs, where do you get them: 2<sup>nd</sup> floor of hospital in the surgery office

- j. Where do you put personal belongings during the day: can put in the student call room
  - k. Free food?: yes—noon conference 2-3 times/ week + meal money on your ID
4. Patient/procedure log: Yes on the SIS clerkship tracker
5. Grades:
- a. Percentages for evaluations and shelf: eval 70%, shelf 30%
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): 2 OSCEs-not graded. Pass/Fail.
  - c. Evaluations (who does them, are they on newinnov, etc): attendings, residents
  - d. Best books to study from: MKSAP and UWorld Qbank
  - e. Good places to study during downtime at hospital: library in the GSM
  - f. Shelf exam location: Brittany Bracco emails you and tells you where
  - a. Extras (like CLIPP exams, OSCEs): several little presentations during rounds with team, they may be adding a graded OSCE (see Memphis Medicine section for details)
6. Lectures:
- Location: 2<sup>nd</sup> floor GSM in the internal medicine conference room

# Obstetrics and Gynecology—Knoxville

**Course Director:** K. Paige Johnson, MD  
[kpjohnson@utmck.edu](mailto:kpjohnson@utmck.edu)

**Course Coordinator:** Venessa Rucker  
vrucker@utmck.edu  
(865) 305-9306

## 1. Before the rotation:

- a. Can you request sites/MDs/teams: Prior to beginning of the rotation you may turn in your request to either the Clerkship Director or Coordinator via email. Depending upon the number of students a decision will be made and you will be notified during orientation.
- b. How do you make this request: Email Venessa Rucker.

## 2. Orientation:

- a. Separate UT Knoxville orientation from OBGYN orientation.
  - i. For UT Knoxville Orientation, it's at 7:15am in the 3rd floor GSM Conference room located on the 3rd floor of the Graduate School of Medicine building. TO find the conference room, enter the GSM building at the Preston Medical Library entrance, turn right, and down a short hallway to a set of elevators on your right. Take the elevators to the 3rd floor; turn left, and immediately left again and the conference room is there on the left.
- b. Location of OBGYN orientation will be communicated via email before the start of the clerkship.
- c. What do you do at orientation: cover info about parking, meals, name badges, hospital operations, etc. You will also receive your name badge and security card.
  - i. Duration: 30-45 minutes
- d. OBGYN orientation immediately follows general orientation, takes place in OB department.
- e. What to wear: Business casual the first day. You will have the opportunity to pick up UTMCK scrubs once there. Scrubs are worn the majority of the time unless resident / physician tells you otherwise (ie. when you're in clinic).
- f. Do you go to work afterwards: yes! You will page the resident
- g. Any paperwork needs to be filled out beforehand: no
- h. Any online training modules: no

## 3. The rotation:

- a. What door codes do you need: Lounge

- b. Where do you get door code: ask the residents
- c. Where do you get ID badge: Given during orientation.
- d. Day to day expectations **OB**: Show up around 5:45-6 and complete what is noted in the clerkship guide. You're responsible for seeing post-partum patients in the AM and prepping notes for discharge. If you saw the patient, you would present it very briefly for the team at check out at 6:30 AM. The resident will run through how these presentations work; but generally speaking they are very brief. You're done at 5 most days; sometimes a little earlier if no deliveries are anticipated.
- e. Day to day expectations on **Gyn**: If you saw a case the day before where the patient is staying overnight, find out what time you need to round before you leave work the previous day. Get to work in time to have your notes finished by the time you meet your resident on the floor in the AM. 6:45 if no patients need to be seen. Check the OR schedule on 3 South and scrub in on cases during the day. Write pre-op and post-op notes. You may go see consults and write H&Ps. Usually done by 4 (M,T,W,Th) or 2 (F).
  - i. **Gyn-Onc**: get to work at 5 or 5:30 to see gyn-onc patients. Will do one week of gyn-onc during gyn month. Will present to the attendings and are expected to know almost everything about the patients (last chemo treatment, current meds, problems...etc). Will see robotic surgeries and get to scrub in on some open cases. Done by 3-5 (M,T,W,Th) or 2-3 (F). Generally regarded as the most demanding and most fun week of the rotation.
- f. Call: two 24 hour calls on OB. There is no night call. 1 is a Saturday and 1 is a Friday into Saturday morning) There is an OB/Gyn call room. Difficult to figure out the code but I would confirm on orientation day! I didn't get much time to sleep on L&D call.
- g. What to wear: scrubs except business attire for Lafollette clinic (1 time)
- h. If scrubs, where do you get them: L&D or surgery (2<sup>nd</sup> floor)
- i. Where can you store clothes / bags during the day? You can store clothes in the student lounge area on 6 north (where the call room is and lockers). This is very inconvenient though. We shared a locker room with the L&D nurses where we stored our backpacks and such. You are not allowed to use the middle lounge for student storage! They frown at this.
- j. Free food: You will get money put on your ID card – \$15 per week on rotation
- k. Patient/procedure log: they will give you a list of things to get signed off, easy to do over the course of the rotation. Also the online stuff for UTHSC.
- l. Miscellaneous: You'll have to give two 10-min presentations (one on OB, one on GYN). Part of final grade.

#### 4. Grades:

- a. Percentages for evaluations and shelf: will be discussed at orientation. In addition to the shelf and clinical components, you will give two 10-min presentations (one on OB, one on GYN) that contribute to your final grade.
- b. Evaluations: complete after the shelf, will be discussed in orientation
- c. Best resources to study from: Google "Apgo online objective teaching cases. This brings up a list of bread and butter OB/GYN topics and tells you exactly what you need to know (read the faculty ones for the great learning material.) These are paired with Uwise questions (which are the gold standard for this rotation, along with Uworld).
- d. Good places to study during downtime at hospital: the library
- e. Shelf exam location: Computer lab in the hospital – check email for details
- f. Extras (like CLIPP exams, OSCEs): none

5. Lectures:

- a. Location: 1<sup>st</sup> floor GSM Building (same place as orientation)
- b. All lectures are mandatory

# Family Medicine—Knoxville

**Course Director:** Bill Dabbs, MD  
[wdabbs@utmck.edu](mailto:wdabbs@utmck.edu)  
(865) 567-2459 (cell)

**Course Coordinator:** Jennifer Paris-Horner  
[jparris@utmck.edu](mailto:jparris@utmck.edu)

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Yes (if a specific preceptor is requested, a student is advised to make personal contact in advance to see if they will host the student)
  - b. How do you make this request: Email the Jennifer Paris-Horner.
2. Orientation:
  - a. Location: Department of Family Medicine - UT Medical Center campus in the Graduate School of Medicine Building, 2nd floor
  - b. Duration: 2-3 hours
  - c. What to wear: white coat expected, business attire in clinic, scrubs okay on inpatient
  - d. Do you go to work afterwards: yes (either start 4 weeks of inpatient or go to outpatient location)
  - e. What do you do (ex. go over syllabus, computer training, etc.): syllabus, EMR training
  - f. Any paperwork needs to be filled out beforehand: no
  - g. Any online training modules: no
3. The rotation:
  - a. What door codes do you need: code to 1<sup>st</sup> floor and door to 2<sup>nd</sup> floor GSM
  - b. Where do you get door codes: at orientation
  - c. Where do you get ID badge: before orientation from Brittany Bracco, [bbracco@utmck.edu](mailto:bbracco@utmck.edu) (Medical Education Coordinator)
  - d. Day to day expectations: 2 weeks of inpatient at UT and 4 weeks of outpatient at the UFP resident clinic.
    - i. On inpatient - see 1-2 assigned patients by 730am, go over plan with resident before rounds at 8, morning conference, rounds with team, noon conference, afternoon admissions every other day till check out at 6.
    - ii. On outpatient – usually 8-5. Lectures every Thursday afternoon 12-5
      1. Most students stay at UFP clinic, but may be placed with community preceptor instead
      2. Will be assigned OB patient to follow during the rotation

3. Will have one day with nursing/x-ray/lab in clinic during which you may wear scrubs
  - e. Night call: 2 required late shifts on inpatient until 9pm
  - f. Weekends: N/A
  - g. Where do you sleep if on call: N/A
  - h. What to wear: business attire on outpatient (white coat at discretion of community preceptor), on inpatient: scrubs and white coat.
  - i. If scrubs, where do you get them: North 2<sup>nd</sup> floor of hospital in the surgery office. You'll receive details on scrubs emailed from Brittany Bracco
  - j. Where do you put personal belongings during the day: resident lounge
  - k. Free food: yes—noon conference every day (remaining lunches available starting at 12:30 after residents have gone through the line)
  - l. Patient/procedure log: Yes, the logs required on eMedley
4. Grades:
  - a. Percentages for evaluations and shelf: 30% from shelf, 50% from evals, 20% from evidence based medicine presentation (15-20 minutes long)
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): Evidence based medicine presentation near the end of week 4. Present on a recent relevant article. Rubrics/examples provided.
  - c. Evaluations (who does them, are they on newinnov, etc): attendings, residents; paper form handed out by student which is compiled by the clerkship director at the end of the rotation
  - d. Best books to study from: online articles and questions from AAFP, UWorld medicine questions, Aquifer cases/practice questions
  - e. Good places to study during downtime at hospital: library in the hospital
  - f. Shelf exam location: coordinator emails you and tells you where
  - g. Extras (like CLIPP exams, OSCEs): none
5. Lectures:
  - a. Location: Family Medicine Shacklett Conference Room, 1<sup>st</sup> floor of GSM
  - b. Are they mandatory (ie, is there a sign in or roll taken): didactics yes during both inpatient and outpatient. Resident morning lectures are required during inpatient portion. Noon conference required during inpatient & outpatient

# Psychiatry—Knoxville

**Course Directors:** Paul Miller, MD  
pwmiller@bmnet.com  
(865) 982-2306

**Course Coordinator:** Heather Johnson  
[haijohnson1@utmck.edu](mailto:haijohnson1@utmck.edu)

1. Before the rotation:
  - a. Can you request sites/MDs/teams: No
  - b. How do you make this request: N/A
2. Orientation: After the General UT Knoxville orientation with Brittany Bracco and Heather Johnson in Knoxville
  - a. Location: Emotional Health & Recovery Center at Blount Memorial Hospital in Maryville, Tennessee.
  - b. Duration: Rest of day after UT Knoxville orientation
  - c. What to wear: Professional attire
  - d. Do you go to work afterwards: No, orientation takes whole afternoon
  - e. What do you do (ex. go over syllabus, computer training, etc.): Computer training, tour, staff meet-and-greet, get BMH ID
  - f. Any paperwork needs to be filled out beforehand: No
  - g. Any online training modules: Yes, but do this in Blount Memorial computer lab
3. The rotation:
  - a. What door codes do you need: Inpatient unit (where rounds are daily)
  - b. Where do you get door codes: from MD
  - c. Where do you get ID badge: Blount Memorial Human Resources
  - d. Day to day expectations: In general, morning rounds with Dr. Miller, consults in the afternoon
    - i. Team rounds - Team consists of physician, therapist, nurse, patient, and medical student(s) together in one room. Takes place at EHRC inpatient unit starting at 7 or 8 am daily; will last all morning and sometimes into the afternoon. Initially team rounds are led by physician, but eventually students will transition to this role.
    - ii. Group Therapy - Observe and/or participate in outpatient group therapy sessions.
  - e. Lecture - Afternoon lecture twice a week.
  - f. H&Ps – Go see consults and email H&P write up to Dr. Miller
  - g. Home Reading – Dr. Miller will give you the week’s lecture topics in advance. Will expect you to read up on these topics.
  - h. Night call?: No night, but one late call at least once in 4 weeks
  - i. Weekends?: No
  - j. Where do you sleep if on call: N/A



- k. What to wear: Professional attire. With Psychiatry, better to dress more conservatively (legs completely covered, no form-fitting clothes, etc.).
  - l. If scrubs, where do you get them: N/A
  - m. Where do you put personal belongings during the day: Student work room (you will be given key). There is refrigerator nearby if you want to pack a lunch.
  - n. What do you need to bring? No need to bring laptop. 2 desktops in the student work room to type notes on.
  - o. Free food?: No. There is a small hospital cafeteria and fast-food about 10 minutes away.
  - p. Good places to study during downtime at hospital: Student work room.
  - q. Patient/procedure log: Yes, online on SIS.
  - r. Travel: Depending on your housing location in Knoxville, trip to BMH will take 20-30 minutes. No compensation for gas.
4. Grades:
- a. Percentages for evaluations and shelf: Same as Memphis
  - b. Extra grades (presentations/quizzes/bonuses/oral exams): At least one informal presentation, not graded and for participation.
  - c. Evaluations (who does them, are they on New Innov, etc): On New Innovations. Usually completed by Dr. Miller.
  - d. Best books to study from: Same as Memphis
  - e. Shelf exam location: UT Hospital in the Graduate School of Medicine
5. Lectures:
- a. Location: Emotional Health & Recovery Center at BMH

# Neurology- Knoxville

**Course Director:** Steve Rider, MD  
srider@utmck.edu  
(865) 521-6174

**Course Coordinator:** Brittany Bracco  
[bbracco@utmck.edu](mailto:bbracco@utmck.edu)

1. Before the rotation
  - a. Can you request sites/MDs/teams: No
  - b. How do you make this request: NA
  - c. When is rotation offered: Blocks 8, 10, 2, and 4
2. Orientation:
  - a. Location: Office of Student Affairs, 3<sup>rd</sup> Floor, Graduate School of Medicine building
  - b. Duration: orientation until approx.. noon
  - c. What to wear: Business attire
  - d. Do you go to work afterwards: Yes
  - e. What do you do during orientation: Videoconference orientation with Memphis to go over syllabus, etc.
  - f. Any paperwork to be filled out beforehand: No
  - g. Any online training modules: No
3. The rotation:
  - a. UT Medical Center
    - i. EMR: Yes (notified at orientation about training)
    - ii. What door codes do you need: No
    - iii. Where to get door codes: NA
    - iv. Where do you get ID badge: at orientation
    - v. Day-to-day expectations: 2 weeks inpatient/2 weeks outpatient; afternoon teaching rounds. On inpatient students accompany attending for morning rounds and new pts. Responsible to follow at least 2 pts during inpt rotation. On outpatient, students attend 4-half day neurology clinics and will get opportunity to see subspecialty clinics including epilepsy, movement disorders, demential, MS and MDA-ALS.

- vi. Night call: no
- vii. Where do you sleep if on call: NA
- viii. Weekends: no
- ix. Day-to-day attire: Business attire
- x. If scrubs, where do you get them: NA
- xi. Where to put belongings during the day: student locker room, 6 North
- xii. Free food: only on-call meals
- xiii. Good places to study during downtime: Library
- xiv. Patient/Procedure log: Yes, logs required in iLogin

4. Grades:

- a. Percentages for evaluations and shelf: 25% inpt. 25% outpt., 50% written exam
- b. Extra grades (presentations/quizzes, etc): No
- c. Evaluations (who does them, are they on New Innov): attendings complete evaluation thru CORE
- d. Shelf Exam location: Missy Maples will email you to notify of location
- e. Extras (like CLIPP exams, OSCEs): No

5. Lectures: Teaching Rounds and clinical discussions

- a. Location: 3<sup>rd</sup> Floor GSM GMDE Conference Room
- b. Are they mandatory: YES

# Surgery—Knoxville

**Clerkship Director:** Dr. McNally  
[mmcnally@utmck.edu](mailto:mmcnally@utmck.edu)

**Clerkship Coordinator:** Jody Huffaker  
[jhuffaker1@utmck.edu](mailto:jhuffaker1@utmck.edu)

**Skills Lab Coordinator:** Judy Roark  
jroark@mc.utmck.edu  
(865) 305-9219

1. Before the rotation:
  - a. Can you request sites/MDs/teams: Only for your elective time. All main rotation teams will be assigned for you to maximize clinical exposure on different services.
  - b. How do you make this request: Direct requests to Jody Huffaker.
2. Orientation:
  - a. Location: 1<sup>st</sup> Monday –AM: UT-Knox Surgery Dept., 2 North, through the double doors in the conference room 207 (this is also the main lecture room). Skills lab is located below Medical building C, level (G2).  
  
Duration: Roughly 3 days, but expect to begin rounding with your teams during orientation. Also includes lecture, skills lab, and M&M.
  - b. What to wear: Wear professional attire for clinics. You will need to change into scrubs for the OR or skills lab.
  - c. Do you go to work afterwards: Yes, when you leave depends on which team you are on. Usually done between 5:30-7pm.
  - d. What do you do (ex. go over syllabus, computer training, etc.): The orientation content is standard, but due to schedules there may be variation. In general: Monday- course orientation, expectations etc., sterile technique, scrubbing, tour of facilities. Tuesday- M&M, knot tying, suturing, IV, Foley placement. Wednesday- lecture on trauma, airway management, intubation. These are always subject to change.
  - e. Paperwork needs to be filled out beforehand: Brittany Bracco (administrative coordinator for students @ UT-Knox) will have you fill out paperwork (for computer access/PACS access) on the first day. She sends out an “orientation” email one week before the clerkship begins, with directions to the medical center, where each student needs to report, etc.
  - f. Any online training modules: No. All will be completed at orientation, but is subject to change.

3. The rotation:

- a. What door codes do you need: 4 North resident room 345. 6 North call-room 9618. 6 North surgery med student call room 351. 6 North locker room 9618. 2<sup>nd</sup> Floor OR locker room 1212. These are all subject to change, confirm with Brittany and Jody.
- b. Where do you get door codes: See above
- c. Where do you get ID badge: 3rd floor Graduate School of Medicine building at the back of campus, see map from Brittany.
- d. Day to day expectations: Due to the small number of students on the rotation, there is plenty of opportunity for direct interaction at all levels. It is not possible to "fly under the radar" during this rotation. Expect to be asked a lot of questions by attendings, chiefs, and occasionally mid-levels and interns. Their program stresses teaching at every moment possible. I would start by reading up on the very common cases (i.e. lap chole, lap appy, thyroidectomy, etc.) and then try to prepare for other cases as much as possible. The schedule changes, so it may not be possible for every case. Students are expected to participate in the OR and Clinic. Lectures are mandatory. For laparoscopic cases students tend to direct the camera. If you are on the Orange service, incoming trauma takes precedence. Arrive each morning with time to pre-round (usually between 4:30-5am), but check with intern. Lectures, grand rounds, and M&M take precedence over being in the OR. When you leave depends of the case load for the day, check with your chief.
- e. Trauma Call: 2 overnight calls during 8 week clerkship
  - 1) One 24hr Saturday trauma call 7a-7a
  - 2) One 12hr Friday overnight trauma call 6p-7a (essentially 24hr shift though because you round and work during the day Friday)
- f. Weekends: Weekend trauma call, see above. Will not have to round on weekends.
- g. Where do you sleep if on call: 6 North surgery medical student call room.
- h. What to wear: Scrubs except when in clinic. Professional dress for Oral Exam (a must).
- i. Where do you get scrubs: OR center schedule room, near front entrance, across from endo suite 1.
- j. Where do you put personal belongings during the day: 6N medical student call room
- k. Free food: N/A. \$15 per 2 weeks for cafeteria
- l. Patient/procedure log: same as usual on eMedley.

4. Grades:

- a. Percentages for evaluations and shelf: Clinical Evals-45%, Shelf-40%

- b. Extra grades (presentations/quizzes/bonuses/oral exams): Oral Exam-15%.
  - c. Evaluations: on eMedley. Any attending/chief/mid-level/intern can fill out an eval if they have worked with you. Overall it was a good thing because even if you receive one bad one it can't bring your grade down due to the many others you will receive. On the other hand, you must always be on your guard for pimping, and be ready to work for anyone because your grade could depend on it. You may request Dr. McNally/Jodie Huffaker to send an evaluation for completion to a specific attending/resident/intern. Dr. McNally will go over your mid-month evaluations at the mid-month meeting.
  - d. Best books to study from: NMS Casebook, NMS surgery textbook, USMLE world step 2 questions, Appleton and Lange question book. Also the Surgical Recall is great for your white coat pocket for the first month to be ready for pimping style questions. Review the Kaplan/Pestana close to the exam.
  - e. Good places to study during downtime at hospital: Call rooms and Graduate medical library (your IDs will give you access).
  - f. Shelf exam location: Depends, Brittany will let you know.
  - g. Extras (like CLIPP exams, OSCEs):
    - i. Dr. Goldman will give practice cases throughout the rotation. Take notes and use these to help prepare for the orals.
    - ii. During 5th week, 10 minute presentation about surgical diagnosis to Dr. McNally and M4s. Not graded. Pick a topic within the first few weeks and present as an interactive case report
5. Lectures:
- a. Location: 2 North lecture room unless otherwise specified
  - b. Are they mandatory: Yes, they take priority over every other responsibility

# Pediatrics—Knoxville

**Clerkship Director:** Dr. Joseph Peeden  
[joseph.peeden@gmail.com](mailto:joseph.peeden@gmail.com)

**Clerkship Coordinator:** Tia Churchman  
[tmchurchman@etch.com](mailto:tmchurchman@etch.com)

# Nashville



# Nashville-Internal Medicine

## Saint Thomas Midtown Hospital Campus

**Course Director:** Dr. Benjamin Maddox  
[benjamin.maddox@ascension.org](mailto:benjamin.maddox@ascension.org)

**Clerkship Coordinator:** Christine Knorr  
[christine.knorr@ascension.org](mailto:christine.knorr@ascension.org)

1. **Before the rotation:**
  - a. You will receive an email from the Nashville coordinators, Rachel McLaughlin and Christy Knorr, with onboarding information.
2. **Orientation:**
  - a. Location: St Thomas West Hospital with Dr. Maddox
  - b. Duration: 1 hour-ish
  - c. What to wear: business attire or scrubs
  - d. Do you go to work afterwards: yes
  - e. What do you do (ex. go over syllabus, computer training, etc.): discuss details of the rotation, schedule ambulatory weeks, EMR training
  - f. Any paperwork needs to be filled out beforehand: No
  - g. Any online training modules: No
3. **The Rotation:**
  - a. What door codes do you need: None, need ID badge for, department, physician's dining room, and physician's lounge.
  - b. Where do you get your ID badge: Provided during orientation.
  - c. Day to day expectations: 7am night team transition, 7-11am see patients with team, morning report on Tuesdays at 11:30am, lunch lectures at 12:30pm in Medicine conference room on the 6th floor, done at 5pm on non-call days & 7pm on call days.
  - d. Night call?: No overnight call, but you will be on call every 3rd day, and you stay till ~7pm.
  - e. Weekends?: Yes, you will work one weekend day each weekend.
  - f. Where do you sleep if on call: N/A, there is no overnight call.
  - g. What to wear: Dress clothes or scrubs depending on your clinical team.
  - h. If scrubs, where do you get them: Bring your own.
  - i. Where do you put personal belongings during the day: In the medicine department or resident workrooms, both are locked or behind badged doors
  - j. Free food?: Yes-physician's dining room for lunch. Breakfast and snacks are available in the physician lounge.
  - k. Good places to study during downtime at hospital: Physician's lounge, library on 1st floor, or department of medicine conference room.
  - l. Patient/procedure log: Online on iLogin.
  - m. Lectures: Streamed from Memphis via Zoom every Friday afternoon.
  - n. Travel: None, though OSCE has been administered in Memphis, historically.

4. **Grading:**

- a. Same grading breakdown as in Memphis, see “Grades” section for Memphis Medicine above.

# Nashville-Surgery

## Saint Thomas West Hospital Campus

**Course Director:** Dr. Julia Boll  
[jboll1@uthsc.edu](mailto:jboll1@uthsc.edu)  
615 385 1547

**Clerkship Coordinator:** Melissa Riley  
[melissa.riley@ascension.org](mailto:melissa.riley@ascension.org)  
615-222-4070

### 1. Rotation:

- a. Where do you get necessary door codes: Given ID badges on first day orientation with Dr. Boll
- b. Day to day expectations: check with chief resident, generally round with team around 5am, pre round before. Morning report/meet with other members and do handoff to NP at 6am. Surgeries start at 7am. Check OR board. You are expected to attend all cases depending on which team you're on (general surgery vs. vascular)
- c. Night call?: There are eight 24 hour calls during the clerkship. Call schedule is given out at the beginning of the rotation. Call rooms are available upstairs. (5th floor)
- d. Where do you sleep if on call: Call rooms are available upstairs (5th floor)
- e. What to wear: Scrubs provided, location provided at orientation, may wear institutional (UTHSC) scrubs. Make sure to wear scrubs to day one of orientation as you will have OR orientation right after meeting with Dr. Boll.
- f. Where do you put personal belongings during the day: resident work room
- g. Free food?: in the physician's lounge, accessible using ID; breakfast, lunch, and snacks available
- h. Good places to study during downtime at hospital: If not in a case, generally will be in conference room or residents work room, all located in the same suite

### 2. Grades

- a. Same grading breakdown as in Memphis (see "Grades" section for Memphis)

# Nashville-OBGYN

## Saint Thomas Midtown Hospital Campus

**Course Director:** Dr. Georgia Ferrell  
[georgia.ferrell@ascension.org](mailto:georgia.ferrell@ascension.org)

**Clerkship Coordinator:** Pamela Underwood  
[pamela.underwood@ascension.org](mailto:pamela.underwood@ascension.org)

1. Before the rotation:
  - a. Can you request sites/MDs/teams?
    - i. No, each student is at St Thomas Midtown for the entire rotation, and completes 2 weeks of Gynecology, 2 weeks of Obstetrics (one week night shifts and one week day shifts), 1 week of clinic, and 1 week of Gyn Oncology
2. Orientation
  - a. Location: 20th Ave MOB (300 20th Ave North - 7th floor OBGYN suite) conference room
  - b. Duration: 1-2 hours for general orientation; 2 hours of computer training (usually at St Thomas West)
  - c. What to wear: Wear dress clothes and white coat to orientation
  - d. Do you go to work afterwards? One student will start on day shift on L&D - the other will leave to nap prior to returning at 7 PM for a week of night shift.
  - e. What do you do (ex. go over syllabus, computer training, etc.): Review the rotation, tour the hospital, simulation lab, and after general orientation, you may need to do a computer training for Cerner if you are new to Nashville
  - f. Any paperwork needs to be filled out beforehand? No paperwork beforehand
  - g. Any online training modules? No
  - h. The rotation:
  - i. What door codes do you need: ID badge access for dr lounge, dr dining and L&D/postpartum; Resident room on L&D door access code
  - j. Where do you get the door code? at Orientation on the tour
  - k. Where do you get ID badge: ID badges are given at general orientation on day 1
3. Day to day expectations:
  - a. OB: Arrive to round on any patients you admitted or delivered the day previous, be ready to review with residents prior to sign out at 7 AM
  - b. Gyn: Depends on the surgeries scheduled for the day
  - c. Clinic: 8am-5pm

- d. GynOnc: Depends day to day
- a. Night call?: Five nights of night float (7P- 8A)
- b. Weekends?: No
- c. Where do you sleep if on call: no sleeping on nights - no call, there is no call room
- d. What to wear: Scrubs except for clinic week
  - i. If scrubs, where do you get them: 3rd floor L&D dr lounge or 7th floor scrub machine in the gyn surgical area
- e. Where do you put personal belongings during the day: resident room on L&D
- f. Free food?: dr lounge on 1st floor for breakfast and snacks, dr dining has lunch daily that is free, cafeteria food is out of pocket
- g. Patient/procedure log: patient log contained in packet given at OBGYN orientation, turned in at end of clerkship, Logs on Emedley required - this is universal across all sites

#### 4. Grades:

- a. Percentages for evaluations and shelf: Evaluations 60%, Shelf 30% (curved), OSCE 10%
- b. Extra grades: no
- c. Evaluations : mid-rotation eval by chief resident on OB, then with clerkship director, Final eval one OB and one on GYN
- d. Best books to study from: Obstetrics & Gynecology, Beckmann, Ling, et. al. 8th ed. - a copy of this text will be given to you to use while on the rotation. Use Uwise questions online, Uworld questions.
- e. Good places to study during downtime at hospital: dr lounge, L&D dr lounge, 7th floor MOD conference room
- f. Shelf exam location: TBD
- g. OSCE: to be completed the Wednesday prior to the shelf exam - 5 stations, 2 points for each station - worth 10% of the final grade

#### 5. Lectures: Every Monday afternoon 12-2 then Didactics with the residents 2-5

# **MURFREESBORO**

## Family Medicine – Murfreesboro, TN

**Clerkship Coordinator:** Susan L. Andrews

Additional information at [www.fmnashville.uthsc.edu](http://www.fmnashville.uthsc.edu)

### 1. The rotation:

#### **Inpatient**

- a. Where do you get ID badge: After completing forms and online orientation for Saint Thomas Rutherford prior to the start of rotation, pick up your badge at HR in STRH from Kimberly Hasselbrink.
- b. Day to day expectations: Get to hospital at 6:30-7AM for OB and for medicine. Contact resident for patient load. Morning Report at 8AM in the 3<sup>rd</sup> floor conference room. Round after Morning Report. Follow residents for remainder of the day. Write notes.
- c. Night call?: no
- d. Weekends?: On average, two weekend days per month.
- e. Where do you sleep if on call: N/A
- f. What to wear: Scrubs or professional attire for general med. If scrubs are needed during other times, residents will tell you to get them from the hospital.
- g. If scrubs, where do you get them: From L&D-they will show you on your first day.
- h. Where do you put personal belongings during the day: Medical Library
- i. Free food?: Yes
- j. Patient/procedure log: Yes, online on clerkship tracker

#### **Outpatient**

- a. Every student is assigned to a different outpatient clinic/preceptor. Schedules are preceptor dependent. Most are 8:00-5:00pm. Wear business casual attire.

**JACKSON**



## Family Medicine – Jackson

**Clerkship Director:** Elly Riley, MD  
[ehughes4@uthsc.edu](mailto:ehughes4@uthsc.edu)

**Clerkship Coordinator:** Heather Cavness  
731-423-1932

1. Orientation:
  - a. On day 1 with Dr. Riley at approximately 8am. Also includes lectures. Schedule is provided at this time.
  - b. Where do you get door codes? From Heather Cavness during orientation
  - c. Where do you get ID badge? Heather Cavness will give you one during orientation, must be returned on the last day of the rotation.
2. Day to day expectations:
  - a. Clinic – Get there by 8AM. You will be assigned to work with a resident or attending. Look at the board for your assigned physician’s schedule. Go to noon conference in the hospital (may either be in a room on the lower level next to Starbucks, in the auditorium, or in the medical founders room next to the auditorium).
  - b. Hospital – Turnover is at 7:00 in the ground floor conference room. Then rounds. Do floor work, help with new admissions as they come in.
  - c. Elective: You get to choose between inpatient medicine, pediatrics, and obgyn for 1 week. The schedule depends on the week but is the same as schedule for each individual week of the rotation.
  - d. Night call?: Not truly an overnight call, but 1 call when you stay until midnight.
  - e. Weekends?: No.
  - f. Where do you sleep if on call: N/A
  - g. What to wear: Scrubs (bring your own UT scrubs – can’t wear hospital scrubs)
  - h. Where do you put personal belongings during the day: Family Medicine resident lounge on 4<sup>th</sup> floor.
  - i. Free food?: Student badge works in the cafeteria and Chick - Fil - A.
  - j. Patient/procedure log/other assignments: Information given during orientation. Will have to write a SOAP note each day that you are in clinic. You will submit these SOAP notes to Dr. Riley, and she will edit them and give you feedback. Additionally, you have to write 1 full H&P and 1 evidence-based medicine report. This will be explained at orientation.

### 3. Grades

- g. Percentages for evaluations and shelf: 50% evals, 30% shelf, 20% PowerPoint presentation.
- h. Extra grades (presentations/quizzes/bonuses/oral exams): No extra grades. However, students will be expected to do readings and other possible assignments as part of their 50% Clerkship evaluation.
- i. Evaluations: Yes, some on paper, some on new innovations. Attending/faculty member (not Resident) must sign evaluations.
- j. Best books to study from: Family Medicine Case Files, Pre Test questions, NMS Family Medicine question book, USPSTF website, AAFP practice questions
- k. Shelf exam location: GEB
- l. Extras (like slide exams, OSCEs): None

# Housing Information

## Jackson, TN:

The Jackson Family Medicine program pays for you to stay in a hotel in Jackson. It changes from year to year. Last year, they had rooms in the Double Tree. The rooms are very clean and spacious. You will be paired with another student of the same gender to room with. Each student has his or her own queen size bed. There are refrigerators and microwaves in each room plus free wireless internet. There is a pool and laundry services. The hotel also has complimentary chocolate chip cookies! The hotel rooms are provided Monday night-Thursday night. You must check-in on Monday evening and check-out before you leave for the hospital on Friday morning. There is also access to a local fitness center provided free of charge.

## Chattanooga, TN:

UT has apartments at the Hayden Place Apartments in Chattanooga (~10 minutes from the hospital without traffic).

The apartments are all 2 bedroom/2 bath, clean, and “modestly” furnished. This means beds, a nightstand, bar chairs at the counter top, desks with lamps, and 1-2 couches. The kitchens have some plates/cups/ silverware but the quantities are random. For example, one had 2 forks and a bunch of spoons, but no bowls or knives. If you are fond of particular cooking items, bring your own. Also, they do not have coffee pots. The apartments are wired for basic cable and internet. The units include a basic cable box and wifi router and desks. Bring all your own linens and towels, and bring your own kitchen supplies. Bring a shower curtain and bathmat if you use one and/or don't want to slip and fall becoming a trauma patient. The beds are either double or queen. It would be best to bring queen sheets, which would fit both. Or wait until you get there to buy some. Bring any cleaning supplies you might want and a vacuum cleaner if you are someone who will want to vacuum. Bring your own iron/ironing board if you need to iron dress clothes. There is a Super Walmart down the street. The apartment complex has a nice pool and hot tub, so bring a swimsuit and towel for the warm months! There is also a workout facility. Each unit is equipped with its own washer and dryer as well. The apartment complex is gated and requires a gate code to get in and out. Priority for these apartments goes to M3s and you can request roommates. **All units are non-smoking and no pets allowed.**

**Make sure to contact Courtney Orloski ([MSE@Erlanger.org](mailto:MSE@Erlanger.org)) to get onto the housing list ASAP when you register for courses. Also, the housing request form for Chattanooga can be found at <https://utk.questionpro.com/a/TakeSurvey?tt=4PXn4LHma7g%3D>**

## Knoxville, TN:

UT has 4 bedroom/4 bath apartments at Quarry Trail near UTMCK.. First priority is given to M3s, then M4s. Very popular during football season, so request early!! It is a 2 minute drive to the hospital. The apartments have a fully furnished living room with a sofa, easy chair, 4 counter chairs, dining table and 4 chairs, coffee and end tables. It is recommended to bring your own lamp to sit on the desk for studying. Each bedroom includes a private full size bath, keyed entry for privacy, full-sized bed with storage underneath bed, 4-drawer dresser, and closet. Kitchen with microwave, dishwasher, frost-free refrigerator with icemaker, stove with range, garbage disposal, washer/dryer, and a spacious pantry. No utensils or dishware are provided. Utilities, cable, high speed internet. Recreational facilities include a state-of-the-art fitness center, computer lab, and outdoor courtyard with picnic tables and grills. **All units are non-smoking!**

## Nashville, TN:

Currently no school sponsored housing available.

## **References for Illustrations:**

Michelle Au:

<http://4medschool.blogspot.com/2008/12/12-medical-specialty-stereotypes.html>

Elena Welt:

<http://amedstudentwalksintoabar.blogspot.com/2011/02/med-student-stereotypes-1.htm>

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