

COURSE INFORMATION

Course Director

Brooke Hooper, MD
Waitzer Hall 1012
(757) 446-0328
hooperab@evms.edu

Course Director

Erika Rhone, MD
Waitzer Hall 1010
(757) 446-7266
rhoneet@evms.edu

Course Coordinator

Ylonda Boatright
Waitzer Hall 1018
(757) 446-7439
boatriy@evms.edu

Office Hours

By appointment: Please email Matthew Jones: Jonesmd@evms.edu to schedule

Course Description

The Clerkship TIPS course is a required course for students entering the clinical clerkship phase of the curriculum. This course is designed to improve preparedness for the transition to the clerkship phase of the curriculum. Session topics are selected to assist students with integration into the clinical learning environment and refresh clinical knowledge and skills.

Course Schedule

Students must complete the course requirements prior to the start of the clinical clerkship. Students should refer to the Course Schedule in the Clerkship TIPS Blackboard page for individual session times and locations.

Duration (est time)	Required Experience	Sites	Weekend Shifts	Overnight Call
1 week	Online Course	Online Course	No	No
1 day (2 hours)	EMR Workshop	Eastern Virginia Medical Center, Norfolk VA	No	No
1 day (4 hours)	Clinical Skills Assessment	Eastern Virginia Medical Center, Norfolk VA	No	No
1 week	Onboarding Requirements	Eastern Virginia Medical Center, Norfolk VA	No	No

Lecture and Test Schedule

Didactics for this course will be recorded with optional interactive (live) Q&A sessions as follows:

Didactics	Date and Time	Location
EMR: Epic Orientation	Monday 8-9am EST	Zoom Link Will Be Provided
CSA Prep & Overview	Monday 3-4pm EST	Blackboard Collaborate
Clerkship Coordinator Q&A	Monday 4-5pm EST	Blackboard Collaborate
Clerkship Student Chief Q&A	Tuesday 5-6pm EST	Blackboard Collaborate
Clerkship Leadership Q&A	Wednesday 5-6pm EST	Blackboard Collaborate
Career Advising Q&A	Thursday 5-6pm EST	Blackboard Collaborate

Required Course Materials

Broadband internet connection with a download speed of >1-4 Mbps, >4 Mbps recommended.
This course will contain instructional video and web conferencing software for didactics and meetings.

Course Objectives

Upon completion of this course and prior to entering the clinical clerkships, the student should be able to:

1. Describe and identify resources for the following related to the clinical clerkships:
 - a. Schedule and objectives
 - b. Administrative requirements
 - c. Policies and guidelines
 - d. Professional learning environment expectations
 - e. Roles and responsibilities
 - f. Assessment and grading

2. Practice and demonstrate skills required for clinical clerkships:
 - a. Professionalism, integrity, and ethical decision making (UCO 5.1)
 - b. Demonstrate appropriate infection control measures (UCO 1.5)
 - c. Gather a history and perform a physical exam (UCO 1.1)
 - d. Log in and utilize an electronic medical record (UCO 3.1)
 - e. Provide an oral presentation of an encounter (UCO 4.2)
 - f. Prioritize a differential diagnosis following a clinical encounter (UCO 1.2)
 - g. Recommend and interpret common tests (UCO 1.2)
 - h. Collaborate as a member of an inter-professional team (UCO 5.2)
 - i. Form clinical questions and retrieve evidence to advance patient care (UCO 3.2)
 - j. Provide compassionate, patient-centered care to members of our community (UCO 5.1)
 - k. Demonstrate commitment to continuous growth and learning (UCO 5.3)

Grading Scale

The grading scale for this course is Pass/Fail. Successful completion of all areas of assessment below is required to pass the course. Successful completion of this course is required prior to the start of clinical clerkships.

Areas of Assessment	Explanation
Professionalism	See Professionalism Policy Students must maintain a minimum of 1 of 3 points
Required Blackboard Quizzes	Repeat quiz attempts required until score is 100% <ul style="list-style-type: none"> • Complete Epic EMR Training prior to Epic Orientation • Complete CSA Quiz prior to CSA patient encounter • Complete all other quizzes by midnight on Friday 6/25
Clinical Skills Assessment	Patient encounter and oral presentation As scheduled
Student Objectives Card Log	Submission through Blackboard Complete by midnight on Friday 6/25
E*value duty hours log	Submission through e*value Complete prior to the start of clinical clerkships

Grade Appeals

Students may submit an appeal for any area of assessment using the [Grade Appeal Form](#) located on the Student Affairs page of the EVMS website.

Clerkship-Related Policies

For complete information about student policies, see the [Doctor of Medicine Student Handbook](#)

Professionalism

The professional standards expected of EVMS medical students include the following:

1. Personal qualities that facilitate effective therapeutic interactions
2. Emotional health required for full utilization of mental faculties
3. Ability to establish rapport and develop mature and effective professional relationships with faculty, patients, the public, and other members of the healthcare team
4. Impartial motives, attitudes, and values in roles, functions, and relationships
5. Ability to communicate and care for, in a non-judgmental way, persons who differ from oneself and one's beliefs in a variety of ways, including but not limited to gender, age, race, ethnicity, socio-economic status, culture, creed, military status, sexual orientation and identity and religious or spiritual beliefs
6. Ability to monitor and react appropriately to one's own emotional needs and responses
7. Flexibility, adaptability, composure, and emotional stability during periods of high stress or uncertainty associated with didactic and clinical encounters and environments
8. Ability to accurately follow oral and written directions with prompt completion of all responsibilities
9. Compliance with standards, policies, and practices set forth in the Student Handbook

Feedback on Professional Behaviors in the Clerkship & M4 Elective Phases

In the Clerkship & M4 Elective Phases, the behaviors listed below are considered hindrances to the professional environment. Each occurrence of the following behaviors will result in a one-point infraction in the grading structure.

- Recurrent tardiness, to rounds, sign-out, a small group, didactic lecture, required activity, etc. (NOTE: Tardiness of greater than 30 minutes will be considered an unexcused absence.)
- Unexcused absence for a clinical assignment or an academic session
- Lack of timely response and/or completion of patient responsibilities
- Late or missing assignments or duty hour logs
- Lack of timely completion of one or more required evaluations
- Lack of timely responsiveness to faculty, staff, or administration communications. Unless otherwise stated, timely responsiveness is considered a response within 48 hours or after two attempts.

Attendance of Academic Responsibilities

In order to allow medical students to have flexibility with absences, EVMS employs a student personal leave system. Events for which personal leave are appropriate include, but are not limited to, the following events:

- Scheduled medical appointments or procedures
- Unexpected illnesses or injuries
- Medical or scientific meetings
- Religious holidays
- Interviews (excluding Medical Masters' graduate school interviews and M4 residency interviews)
- Personal or family events, including weddings, reunions, and other celebrations
- Unexpected family care needs
- Mandatory court appearances
 - NOTE: Students who are called for jury duty should obtain a waiver for duty from the Registrar's Office.
- Inclement weather, if EVMS' Liberal Leave Policy is in effect
- Motor vehicle accident

Students must request personal leave using the [Personal Leave Request Form](#) located on the Student Affairs page of the EVMS website.

Professional Learning Environment

Students are encouraged to report violations of the Standard of Conduct for the Teacher-Learner Relationship. Students can report mistreatment or unprofessional behavior in the learning environment in one of four ways:

1. E*value End of Clerkship Evaluations
2. Directly to a clerkship director, department chair, or member of Medical Education or Student Affairs
3. [Student Affairs' Grievance and Appeal Form](#)
4. [EVMS Ethics and Compliance Hotline](#): 1-800-461-9330

Student Mistreatment and unprofessional behavior in the learning environment reports are confidential and monitored by Student Affairs.

Duty Hours

Duty hours follow the ACGME duty hour requirements and are defined as all clinical and academic activities related to the program, including but not limited to the following: patient care (both inpatient and outpatient), administrative duties related to patient care, the provision for transfer of patient care, time spent in-house during call activities, and scheduled activities, such as conferences. Students can report duty hour violations in one of three ways:

1. E*value End of Clerkship Evaluations and Duty Hours Logging
2. Directly to a clerkship director, department chair, or member of Medical Education or Student Affairs

Duty hour violations reports are monitored by Medical Education.

Clinical Supervision

Medical students must be provided with appropriate levels of supervision as they progress through their education towards a career in patient care. A supervising physician will ensure that medical students are provided with opportunities to learn that are progressive and commensurate with the student's level of training. Students can report concerns about clinical supervision in one of three ways:

1. E*value End of Clerkship Evaluations
2. Directly to a clerkship director, department chair, or member of Medical Education or Student Affairs
3. [Student Affairs' Grievance and Appeal Form](#)

Clinical supervision reports are monitored by Student Affairs and Medical Education.

EVMS Unified Competency Objectives (UCO)

- 1. Patient Care: Provide patient-centered care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health.**
 - 1.1. Information Gathering: Gather the information necessary for care of a patient in a manner which is patient-centered, efficient, and effective.
 - 1.2. Assessment and Management: Formulate an appropriate assessment and develop an appropriate management plan for each patient.
 - 1.3. Procedures: Perform specified common procedures, demonstrating a knowledge of the indications, risks, and benefits of the procedures in explanations to patients while appropriately obtaining informed consent.
 - 1.4. Specific Patient Groups: Recognize when a patient is in a specific at-risk group and provide appropriate treatment and preventive measures.
 - 1.5. Patient Safety: Recognize patient safety issues and describe measures for preventing errors that may harm patients.
- 2. Medical Knowledge: Demonstrate knowledge about established and evolving biomedical, clinical, and cognate (e.g., epidemiological and social-behavioral) sciences and the application of this knowledge in patient care.**
 - 2.1. Foundational Knowledge: Demonstrate an understanding of the basic and clinical sciences necessary for medical practice.
 - 2.2. Research: Demonstrate a basic understanding of medical research principles.
- 3. Practice-Based Learning and Improvement: Monitor and enhance the appraisal and assimilation of scientific evidence and application of such to improve practice.**
 - 3.1. Information Systems: Use information systems to optimize care delivery and improve outcomes.
 - 3.2. Evidence-Based Medicine: For a given medical problem use evidence-based medicine principles to select the best diagnostic and therapeutic plans.
- 4. Interpersonal and Communication Skills: Use interpersonal and communication skills that result in effective information exchange and teaming with patients, their families, and other health professionals.**
 - 4.1. Communication with Patients: Demonstrate effective interpersonal and communication skills with patients and their families.
 - 4.2. Communication with Other Care Providers: Present to other health care providers a concise, orderly, and coherent oral and written communication of the patient's unique clinical presentation in a manner appropriate to the clinical context.
- 5. Professionalism: Demonstrate a commitment to carrying out professional responsibilities, adherence to ethical principles, and sensitivity to a diverse patient population.**
 - 5.1. Professionalism in Patient Care: Demonstrate an ethical and professional attitude toward patients and their care.
 - 5.2. Teamwork: Function effectively as a member of the health care team, respecting the roles and skills of other team members, communicating appropriately, and working effectively within the team.
 - 5.3. Recognition of Limitations: Demonstrate a recognition of one's own limitations and a commitment to professional growth.
- 6. Systems-Based Practice: Demonstrate an awareness of and responsiveness to the larger context and system of health care and the ability to effectively call on system resources to provide care that is of optimal value.**
 - 6.1. Coordination of Resource Use: Identify and recruit family or community resources and/or services of other members of the health care team for optimal patient care
 - 6.2. Health Care System Issues: Discuss important issues in the health care system beyond the practice site.
 - 6.3. Service Learning: Participate in and learn the value of service learning opportunities.