



Year Three Orientation Class of 2025

July 3, 2023



Introductions

- Haneme Idrizi, MD; Associate Dean for Student Affairs
- Martha Hlafka, MD; Year Three Curriculum Director
- Chris Reavis, MS; Year Three Curriculum Coordinator
- Cherie Forsyth, Y₃/Y₄ Registrar
- Carolyn Holmes, MSN, Nurse Educator, Y₃ Support



Memorial Hospital

- Akindele Adaramola, MD, MPH, SFHM
Chief Medical Officer, Springfield Memorial Hospital
- Pam Brown, GME Coordinator
Springfield Memorial Hospital

Mission

Why we exist:

To improve lives and build stronger communities through better health

Vision

What we aspire to be:

To be the health partner of choice

Values

Colleagues commit to:

Safety
Integrity
Quality
Stewardship

Goals

Define what we must do to achieve our mission and fulfill our vision.

Great Colleagues
Great Partner
Great Access
Great Experience
Great Results



HSHS Hospital and Clinic Information

- Gurpreet Mander, MD, MBA, CPE

Chief Medical Officer; Hospital Sisters Health System at
St. John's Hospital

Medical Staff Services

Open Monday – Friday, 8:00 a.m. – 4:00 p.m.
217-757-6161



*GURPREET MANDER, MD, MBA
CHIEF PHYSICIAN EXECUTIVE*



*BREANNA NAGEL, CPCS
DIRECTOR*



*KRISTEN MINTON
MANAGER*



*TISA ANDRUSKEVITCH
CREDENTIALING SPECIALIST*



*TAMMY CASPAR
ADMINISTRATIVE ASSISTANT*

Workflow Issues?

Call the Clinical Informatics Lab for assistance.

217-544-6464 x67455

Open Monday- Friday 8am-4pm

Help Desk 877-403-4357

Meet the HSHS Physician Informaticists:



Raina Kolba, BSN, RN



Buffy Lael-Wolf, MBA, RN



Cassie Parmenter, RN,
BSN, MBA

Food Service - Lounge



Medical Staff Lounge Open 24 Hours

Complementary Breakfast Bar 6:30 am – 9:00 am

Complementary Lunch 11:00 am – 1:00 pm

Served

Monday – Friday

Beverages, Sandwiches, Salads
Available 24 hours 7 days a week

Food Service - Cafeteria



St. John's Hospital Cafeteria Hours of Operation

6:00 am - 6:00 pm and 12:30 am - 3:00 am

Located on 1st Floor

Parking



You may park in any colleague parking areas



SIU Medicine

Vidhya Prakash, MD

Chief Medical Officer, SIU Medicine
Associate Dean of Clinical Affairs
&
Population Health



Year Three Orientation

Martha Hlafka, MD

Y3 Director

Goals

- Clinical Immersion
- Coaching
 - Longitudinal
 - Reflection
 - Preceptor Based
 - Direct observation
 - Targeted feedback
 - On The Fly Form
 - [ePad](#)
 - Oral Feedback
- Individualized Professional Development

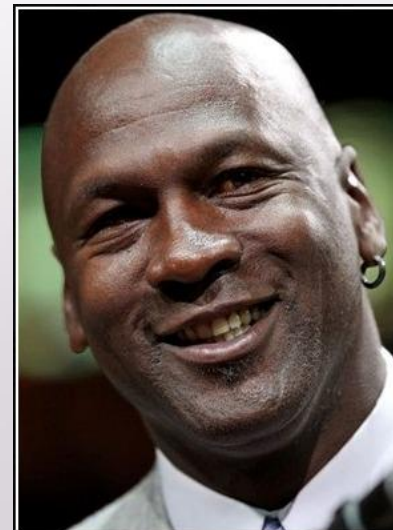
Clinical Immersion

- **Clinical skills development**
 - H & P skills
 - DDX and diagnostic justification
 - Diagnostic and therapeutic plans
- **Communication & interpersonal skills development**
 - OCPs
 - Documentation
 - Healthcare teams / systems
 - Patients, families, caregivers
- **Professionalism and Ethical Development**
 - Patient as person
 - Professional image
 - Personal limitations
 - Recognition of the importance of personal and family roles and the need to balance them with professional demands
 - Bias
 - Ethical dilemmas

Goals

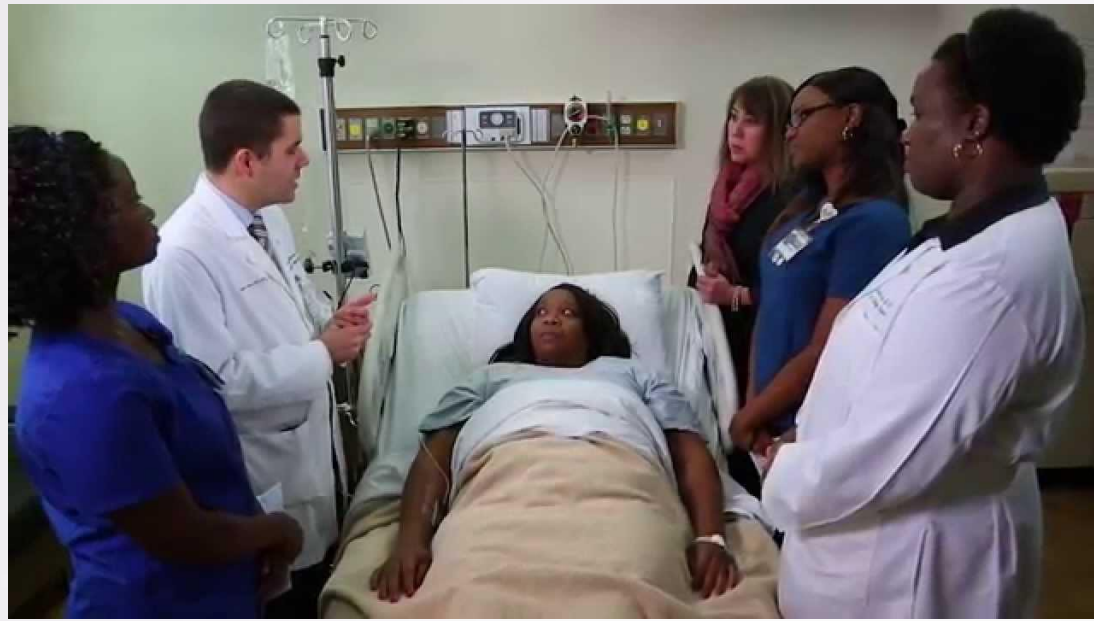
Coaching

- Longitudinal progress toward goals
 - Reflection and action
 - Preparation for SCCX and Step 2
- Preceptor enabled
 - Direct observation
 - Targeted feedback
- Peer supported
 - Collaboration w/ residents



My best skill was that I was coachable. I was a sponge and aggressive to learn.

— *Michael Jordan* —



Medical Team

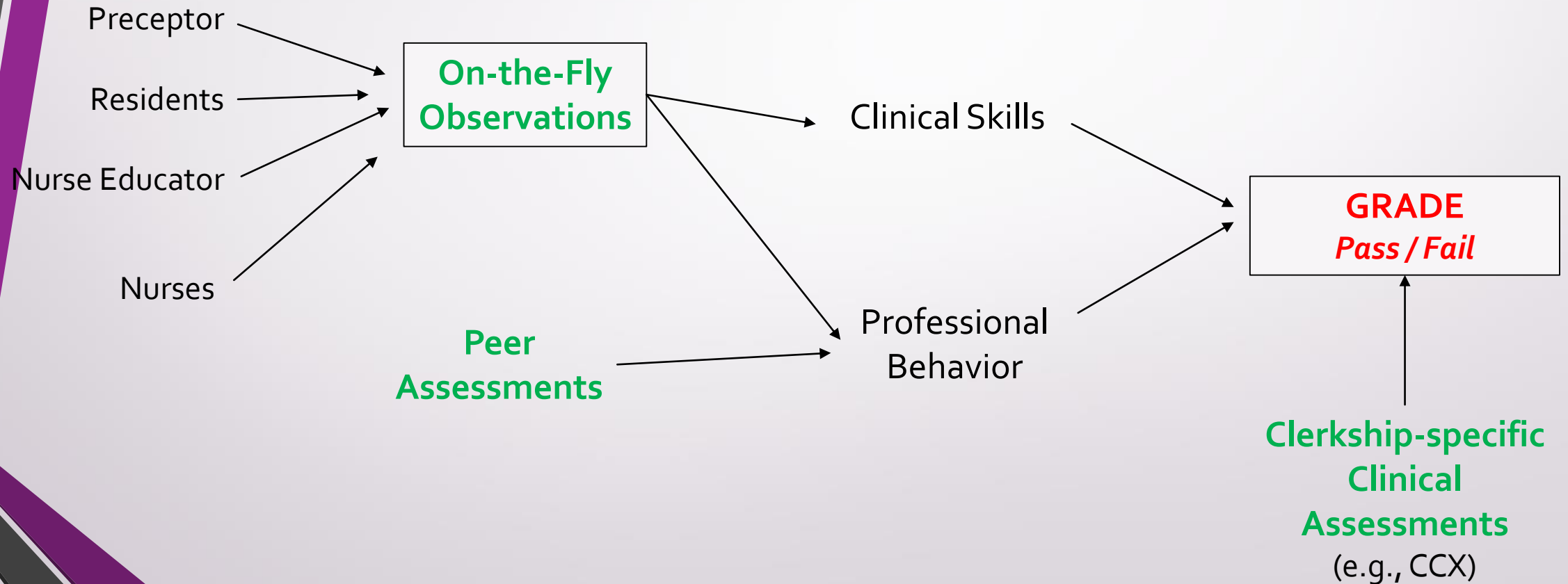


On the Fly Feedback

<https://siumed.mkmapps.com/myprogress/login.aspx>

- Please **tell the story** of something you observed today. In working with your student, what did you notice about his/her... (CHOOSE ONE OR MORE)
- ...oral case presentations?
- ...history taking?
- ...physical examinations?
- ...clinical reasoning?
- ...procedures or skills?
- ...patient notes?
- ...communication with patients, families, and caregivers?
- ...identification of clinical questions and investigation of knowledge gaps?
- ...coachability?
- ...teamwork with other health care professionals?

Assessment Core Clerkship Grades



Summative Clerkship Evaluation Form

CLINICAL SKILLS

Meets expectations

Does not meet expectations

Narrative Comments:

- Oral case presentations
- History taking
- Physical examinations
- Clinical reasoning
- Procedures/Skills
- Patient Notes
- Communication w/ patients, families, and caregivers
- Ability to form clinical questions and investigate knowledge gaps

Summative Clerkship Evaluation Form

PROFESSIONALISM

Meets expectations

Does not meet expectations

Narrative Comments:

- Coachability
- Teamwork with other health care professionals

OVERALL

Meets expectations

Does not meet expectations

RIME

- **Based on narrative comments and clinical skills examination (if applicable), this student is most consistently performing at the level of a(n):**
- Reporter
- Interpreter
- Manager
- Educator



Remediations

- Take place during the PEP or as designated by the Clerkship Director / SPC



Grade Review Process

Clinical Clerkship Grade Review Process

All students shall be entitled to ask for a review of a final clerkship grade by the department and receive a timely response. All departments shall be required to substantially comply with the following guidelines.

When the final grade for the clerkship is assigned, students will receive e-mail notification from the department indicating that the evaluations are complete and have been sent to the Office of Student Affairs.

If a student believes there has been an error in the grading process, or believes the final evaluation does not accurately reflect the performance, the student may speak informally with the faculty to find a resolution. However, the student is not required to pursue an informal review, but instead may request a formal review.

To begin the formal review process, a student must provide the Clerkship Director with a written document that outlines the basis for the request. Unless there are unusual or compelling circumstances, the written request, along with any supporting documentation, must be filed by the student within 30 working days of the official recording of the final grade. The request for review will prompt a review of the student's portfolio. The outcome of this review will be shared with the student before any change in evaluation is submitted to the Office of Student Affairs. The Clerkship Director, in writing, must respond to the student's request within 10 working days of receipt of the request for review.

Should the student wish to have further review of the Clerkship Director's decision, a written request for grade review will be submitted to the Chair of the Department within 10 working days of the decision of the Clerkship Director. The Chair of the Department must respond, in writing, to the request for review within 10 working days of receipt of the request for review. The decision of the Chair of the Department will be submitted as the final grade



Dean's Letters (MSPEs)

- Longitudinal narrative of performance during core clerkships to be included
 - *Emphasis will be on demonstrating coachability and growth, professionalism, and fit to the clinical learning and practice environment*

Guidance for Extracurricular Activities

- Clerkship activities are required. Students are not allowed to leave clerkship activities for extracurricular interests (No shadowing or participating in other clinical activities).
- Students are **NOT** allowed to seek alternate clinical experiences outside of their scheduled clerkship activities, including during free time.
- Conference attendance:
 - Students may request an absence to participate in a professional conference only if they are giving a presentation, are on the conference planning committee, or has other official duties related to the organization and/or conference. General conference attendance is not considered a reasonable reason to miss required clerkship activities. Absence requests are not guaranteed and should be submitted through the absence request link for consideration **no later than FOUR weeks prior to the start of the rotation.**

Clerkship/PEP Time Off & Vacation

- **Days Off / All Absences:** All time off, Sick, Appointments requested via the link
 - Known Absences and Time Off Requests should be submitted to clerkship directors no later than **4 weeks** prior to the requested date via “**TIME OFF REQUEST**” link Y3 Webpage.
[Time Off Request Form \(new version\)](#)
 - If requests able to be granted, you may be required to make up the days off.
 - Acceptable vs unacceptable request are determined by the clerkship (Hair done, ski trip...)
 - Make up time/incomplete clerkships: If make up time cannot be completed during the clerkship, it must be completed during vacation time.
- **Vacations**
 - December, 18 2023 – January 1, 2024 (Return 1/2/2024)
 - 1 week during the 3-week intersession period (Feb/Mar)
 - May take up to 3 weeks off during the PEP
- **Holidays**
 - **July 4th, Thanksgiving (Nov. 23– 26- Weekend off), MLK Day (Jan. 15, 2024), and Juneteenth (June 19, 2024)**
 - Labor Day, Veteran’s Day, Memorial Day all other holidays – At the discretion of the clerkship (Do not assume you will have off other designated traditional holidays)
- **Weekends**
 - As per individual clerkships (**Do not assume you will have weekends off; should you need off make request via the absence link.**)

Deferral Policy

13. Deferral of Clerkships

Except in special circumstances, students may not defer third-year clerkships, but must take them as scheduled in the regular rotation. Students are given 6 weeks of dedicated study time for the USMLE Step 1. Additional study time is not warranted and will not be considered as a valid reason to defer a clerkship.

Special circumstances that will be considered for potential clerkship deferral include Year 2 remediation or emergency/health situations that delay dedicated study time for USMLE Step 1. Additionally, deferrals will be considered for USMLE Step 1 failures that require the exam to be retaken. If a deferral is granted, student schedules may be altered to meet additional graduation requirements.

It is required that a deferral request be submitted to the Office of Student Affairs at least two weeks prior to the start of the Core Clerkship. Approval of a request to defer a clerkship may be granted by the Associate Dean for Student Affairs or a review committee consisting of the Associate Dean for Student Affairs, Senior Associate Dean of Education, Y3 Curriculum Director, and Chair of the Student Progress Committee or their designees, depending on the circumstances. Deferred Core Clerkships will be scheduled during the Personalized Education Plan period of the third year when possible.

Students requesting deferrals that do not meet the above criteria may be subject to a **Leave of Absence** and/or additional required curriculum as assessed by the review committee to meet graduation requirements.

This policy guides procedures and expectations around granting student requests to defer the start of Year 3 Core Clerkships:

Students meeting deferral criteria who wish to defer one clerkship will make up the clerkship during the PEP. They must request a deferral through the Associate Dean of Students.

Students deferring 2 or more clerkships must request a deferral through the Associate Dean of Students and may be referred to the review committee for approval and recommendations.

Students who defer 2 clerkships will make up both clerkships during the PEP. They will also be required to complete **at least** one additional 4-week Intensive Clinical Experience during their Y4. This additional ICE will add 4 more weeks of required curriculum to their Y4, such that they must complete 34 weeks of curriculum to graduate with a sufficient background in clinical medicine. The additional 4 weeks will be deducted from allotted Y4 student vacation time. Additional requirements may be recommended by the Year 3 Student Progress Subcommittee.

Students who defer more than 2 clerkships must submit a request in writing to the Year 3 Student Progress Subcommittee after consultation with the Dean of Students. Students requesting more than 2 deferrals may be required to take a **leave of absence**. If the student does not take a leave of absence, Core Clerkships will be completed during the PEP. If core clerkship time cannot be fully completed during the PEP, the remaining time will be completed during Y4. This time does not count toward Y4 requirements. Students will also be required to complete **at least** one additional consecutive 4-week Intensive Clinical Experience during Y4, which will increase the required elective credit for graduation to 34 weeks. The additional 4 weeks will be deducted from allotted Y4 student vacation time. Additional requirements may be recommended by the Y3 SPS.

Longitudinal Clerkship Advisor

- Student's should have received your assigned advisor from the OEC
- Expectation is that you will meet **monthly** with your Y3 Advisor and advising log card you received today signed off monthly. You will be required to turn in these cards prior to the start of intersession period to the OEC.
 - They will review your progress in the clerkships
 - Can review and discuss your journaling/reflections
 - Resource for you
- Schedule advisor meetings outside of Clerkship / PEP time if possible

Interession period

- February 26 through March 15, 2024
- 1 week of vacation
- 1 week of Medical Humanities Clerkship (**Required/No Time Off**)
- 1 week of SCCX, Doctoring Geriatrics (**Required/Monday afternoon/No Time Off**), and practice Step 2 CK (Required)
- Each student has been assigned to a track for the interession period; check your current schedule.

PEP

- An additional orientation to PEP will take place prior to PEP Enrollment
- PEP takes place for 15 weeks, from March 18 through June 29, 2024
- NBME shelf exams will be made available during the PEP
- Additional 3 weeks of optional vacation time available during PEP

	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	
	2/26	3/4	3/11	3/18	3/25	4/1	4/8	4/15	4/22	4/29	5/6	5/13	5/20	5/27	6/3	6/10	6/17	6/24	
	SCC/DOC/MAC			<h2>Personalized Education Plan (PEP)</h2>															
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Student Wellness and Reflection

Student Wellness & Supportive Services

Behavioral Health Program Supervisor

SIU School of Medicine | Dept of Family & Community Medicine

Stephanie Forgas - sforgas94@siumed.edu ; 217-757-8137

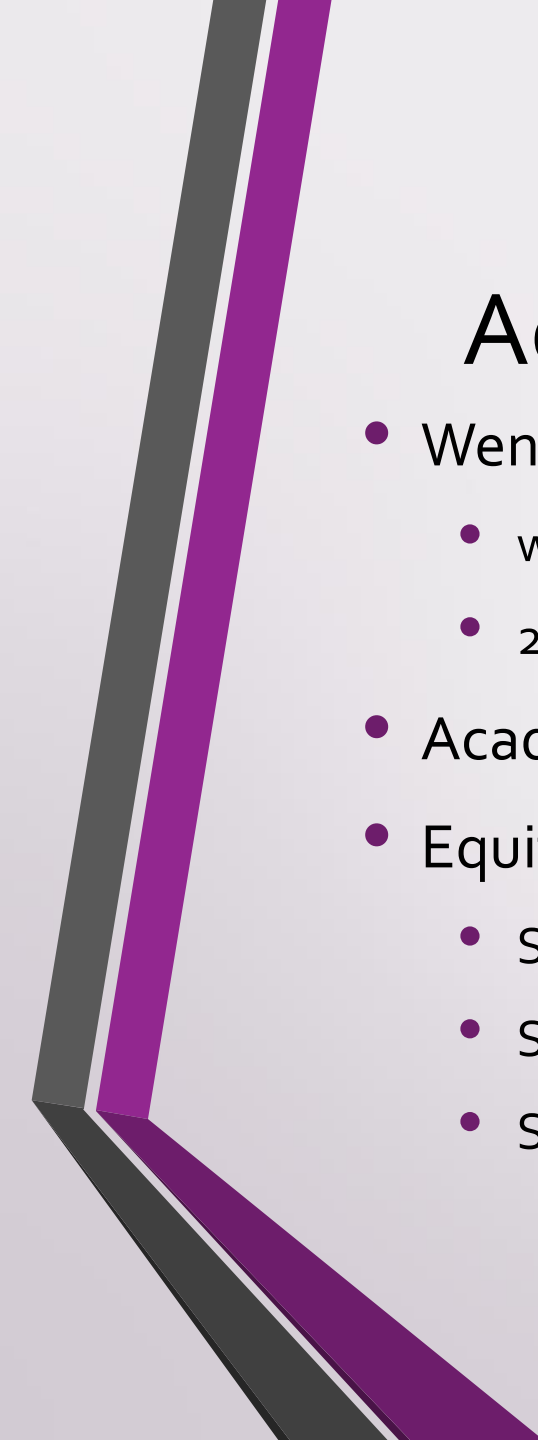
- Counseling to all students, free of charge.
- Services are confidential
- To obtain services anytime

If in crisis contact the **National Suicide Prevention Lifeline 800-273-8255**
or the **crisis text line at 741-741.**

STUDENT WELLNESS IS A PRIORITY

- **Student Wellness Room 2238 (2th Floor near tutor rooms)**
 - (OEC / Security Can Open Room should it be locked)
- **Other Wellness Resources and Strategies**
 - cHop
 - Medical Humanities





Academic Coaching and Equity Response

- Wendi Wills El-Amin, MD
 - wel-amin@siumed.edu
 - 217-545-7334
- Academic Strategy Support Services
- Equity Response Team (Listen/Protect/Connect)
 - Services to those impacted by bias
 - Supportive safe space
 - Strategies against microaggressions



Professional Conduct

Three Fundamental Principles of Professionalism

- **Primacy of Patient Welfare**
 - Patient interest always outweighs social, administrative, financial pressures
- **Patient Autonomy**
 - Physicians must openly share information with patients and provide guidance regarding the optimal course of action
 - Patients have the right to make decisions about their care and may accept or refuse any recommended treatment
- **Social Justice**
 - Promote fair distribution of resources and eliminate health care discrimination

Professionalism in Medicine

- Altruism
- Accountability-- to patients, society, the profession
 - Inform, be honest, acknowledge mistakes
 - Reduce error and minimize over-use of resources
 - Participate in self-regulation
- Excellence
- Duty
 - acceptance of a commitment to service
- Honor and Integrity
- Respect for others

ABIM, Project Professionalism, 1995

http://www.siumed.edu/oec/HANDBOOK/student_handbook/html/honor_code.html

<http://intranet.siumed.edu/siumedicine/docs/professionalism.pdf>

Professional Conduct in Practice

- Be respectful to everyone
- Honor patient confidentiality
- Adhere to dress code and hygiene
- Address patients and families professionally, typically by title and surname
- Be unbiased of lifestyle, cultural, religious, & racial characteristics
- With patients:
 - Knock & ask permission to enter room, introduce yourself showing ID badge, sit down, smile if appropriate, explain your role, wash hands, appropriately drape

Professional Conduct in Practice

- Arrive early
- Volunteer to help... anyone
- Be resourceful
- Take initiative, expectation is no downtime
- Stay late – leave only when the work is done
- Ask questions
- Don't be afraid to say "I don't know"
- Be prepared to make mistakes
 - Acknowledge them
 - Learn from them
- Be a TEAM PLAYER
 - Pull your own weight

Professional Conduct - Faculty Comments

- Personal use of cell phones and other electronic devices
 - Texting during rounds, conferences and clinics
- Food or drinks on rounds and in clinical areas
- Physician lounge is a **privilege** open as directed by the hospital teams, usually upon invite from the team (Do not linger in the lounge, student table discouraged (relationships are built with the team by being with your team), or do not take food home or abuse the privilege.)

SIU Dress Code

- White coats & closed-toe shoes in clinical areas at all times
- Scrubs are for the OR only (or overnight shifts in the hospital/not consider professional dress for clinic activities)
- Limit perfumes, after shaves, hair products
- **NO:** nail polish or artificial nails
- **NO:** sweats, miniskirts, halter/tube tops, t-shirts, tank tops, shorts, see-throughs, leggings, jeans, low cut garments, midriff or cleavage
- Sleeveless garments in non-clinical areas only
- No loose jewelry or ties on EM/PEDS/PSYCH – safety

http://intranet.siumed.edu/siumedicine/docs/guidelines_dress.pdf

Professional Dress – Operating Room Restrictions

- **No** jewelry (wedding rings, bracelets, necklaces) -- except anesthesia can wear watch
- A tee shirt can be worn only if completely covered by scrubs
 - Warm up jackets available
- **No** nail polish of any kind
- **No** acrylic nails

Questions/Resources

- Please contact Martha Hlafka, MD, Year 3 Director
 - mhlafka@siumed.edu (217-545-0170)
- Individual Clerkship / PEP Directors and Nurse Educators
- Other contacts include:
 - Chris Reavis, Year 3 Coordinator (creavis@siumed.edu) (217-545-4187 or Cell-217-725-8108)
 - Debra Klamen, MD, MHPE (dklamen@siumed.edu)
 - Haneme Idrizi, MD (hidrizi24@siumed.edu)
 - Cherie Forsyth (cforsyth@siumed.edu)
 - Carolyn Holmes, MSN (cholmes@siumed.edu)
 - Class of 2025 Y3 Rep – Victoria Idowu (vidowu22@siumed.edu)



**WORK
HARD**

BUT REMEMBER TO

HAVE FUN

!!

Research Project: OR Skills Lab Affects Confidence During Surgical Clerkships
MS3 Orientation QR Code



Class of 2025 Clerkship Reporting Plan

Emergency Medicine

Monday, July 3, 2023 – 10:45 AM - MCL 2D

Family and Community Medicine:

Monday, July 3, 2023 / 10:30 AM

FCM Core Office (520 N. Fourth Street); Family Medicine Resident Conference Room. Students may park on the South side of the lot towards the back of the lot. The front of the lot, towards the entrance, and the West side (Fourth Street side) is for patient parking. Enter through the main lobby- to the second floor admin offices. Orientation will take place in the Resident Conference Room.

Internal Medicine:

Monday, July 3, 2023 / 10:45 AM – D443 Springfield Memorial Hospital; 4th Floor (Use Garden Elevators)-Lunch Provided

Neurology:

Monday, July 3, 2023 / 1:00 PM – MCL 1st Floor Common Space

Obstetrics & Gynecology:

Monday, July 3, 2023 / 10:30 AM – Stevenson Conference Room

Pediatrics:

Monday, July 3, 2023 / 1:00 PM – Women and Children's Clinic Lobby at 400 N. 9th Street (building across from the Children's Hospital). Park on top level of WCC garage right next to the building. Clerkship staff will meet you in the lobby area.

Psychiatry:

Monday, July 3, 2023 / 12:00 PM – 319 East Madison, Centrum Building 3rd Floor, Room 3086. When you arrive, please park in the lot behind the building and enter the door in the back with the ramp. You will not need a code to enter the first door and the second door's code is 31545. After getting off the elevator on the 3rd floor, turn left and proceed to the administrative psychiatry receptionist. (The door is the second to the last on the right.) The receptionist will direct you to the meeting room.

Surgery:

Monday, July 3, 2023 / 12:00 PM – 3D MLC (Memorial Learning Center)