

Elective Clerkship Committee Minutes

<b>Date</b>	March 6, 2017
<b>Time</b>	4:00 – 5:00 PM
<b>Location and/or connection info</b>	A-325 <a href="https://zoom.us/j/592820789">https://zoom.us/j/592820789</a>
<b>Chair</b>	Roger Tatum
<b>Attendees</b>	<i>Attendance: Eric Kraus, John Loeser, Sherilyn Smith, Roger Tatum, Doug Schaad, Lucy Pick, Lauren Jacobson, Tomoko Sairenji, Paul Borghesani, Peter Rabinowitz, Kathryn Jansen, Kellie Engle, Julie Campbell, Kathi Sleavin, Lan Nguyen, Erika Goldstein, Suzanne Kraus</i>
<input type="checkbox"/> QUORUM REACHED [0] voting members required for quorum	
<b>Regrets</b>	<i>Suzanne Allen, Mary Barinaga, Heidi Combs, Jay Erikson, Ralph Ermoian, Courtney Francis, Allen Hillel, Chris Kent, Larry Kirven, Amanda Kost, John McCarthy, Vicki Mendiratta, Susan Merel, Tom Nighswander, Michael Porter, Darryl Potyk, Gautham Reddy, Greg Schmale, Jamie Shandro, Ki Shin, Jared Strote, Jordan Symons, Jeffrey Virgin, Fred Wolf</i>

Agenda

#	ITEM	LEAD	TIME	ATTACHMENT(S)	ACTION
1	Approval of December Minutes	Roger Tatum	5 mins	Attachment A	Decision
2	Family Medicine Elective Approval	Peter Rabinowitz/Tomoko Sairenji	5 mins	Attachment B	Decision
3	Surgery Selective Approval	Roger Tatum	10 min	Attachment C	Decision
4	Evaluation form for Extramural Clerkships	Jan Carline	20 min	Attachment D	Decision
5	Day one communication	Roger Tatum/Julie Campbell, Lauren Jacobson	10 min		Discussion

1. Approval of December minutes

**Discussion:** Dr. Tatum gave a brief overview of the December meeting minutes. The December minutes were approved with no objections.

DECISION REQUIRED?

[0] VOTES FOR

[0] VOTES AGAINST

**Decision:** December minutes approved by the committee.

2. Family Medicine Elective Approval

**Discussion:** Family medicine clinical rotation in the subject area of one health. This deals with human health as well as animal health and humans and animal contact. Medical students may have little knowledge of this at present. It could help students take a history as far as what animal contact people have had. Pets are increasing in medical care with people bringing their pets into clinics, and veterinary care is becoming more sophisticated. Students should be able to recognize if an animal is sick can a human get sick? Zoonotic diseases becoming better at diagnosing and treating them. There are animal therapy programs in many hospitals now. Students can go out and work with a zoo veterinarian and see what the vets are doing and the similarities of what's happening vet care versus medicine. UW would be a home point for students to do some didactics. Students will spend some time doing animal therapy visits. Family Medicine residents have done this short term and were very interested and had positive feedback about it. They may offer both a two week and a four week and figure out what works best. Volume would be 3-4 students to start and possible build up later on.

DECISION REQUIRED?

[5] VOTES FOR

[0] VOTES AGAINST

**Decision:** The committee has approved the family medicine elective with no objectives.

3. Surgery Selective Approval

**Discussion:** New elective in pediatric cardiac surgery here at UW and Harborview. Objectives focus on congenital heart pediatric conditions. Full time faculty in the department of surgery are participating in this clerkship. This is a four week clerkship with one student per rotation.

**Action:**

DECISION REQUIRED?

[5] VOTES FOR

[0] VOTES AGAINST

**Decision:**

**Action:**

4. Evaluation form for Extramural Clerkships

**Discussion:** No discussion took place at this meeting. Will be added to the May 1<sup>st</sup> agenda.

DECISION REQUIRED?

[0] VOTES FOR

[0] VOTES AGAINST

**Decision:**

**Action:** Add to agenda for April 3<sup>rd</sup> meeting

## 5. Day one communication

**Discussion:** Communication with students starting elective clerkships is not as robust as students starting on required clerkships and this is a problem. More and more students were posting to the AOA Facebook page with questions of where to go the night before a clerkship. These students didn't have any information about where to go, who to contact, etc. AOA students surveyed the class and asked how many people knew where to go on their first day, did they have the department contact them?, did they receive wrong information, credentialing problems, etc. There were specific departments that were worse offenders than others. Can we put a protocol in place that says you have to contact the student by a specific time? Some of the departments on this list have a lot of turnover in their clerkship departments. Identify problem sites and also sites where students have not had a problem so we can look at the processes at those places and not have to reinvent the wheel. Make sure that contacts for students are updated and that they can be readily found. Quarterly reminders to the third and fourth year classes with the information of who to contact and where to find that information. We need to make sure that we keep this information updated as frequently as possible.

Add/drop policy should be addressed again. The policy that is currently in the new student handbook is in contradiction to the policy which was voted upon which was that a student could drop with approval from the SOM registrar of the Dean of Student Affairs.

Lauren Jacobson and Julie Campbell, Kathryn Jansen, Teresa Jewel, Lan Nguyen and Holly Rickett will go back and look at which departments communicated well and meet with them to try and figure out how they can get other departments on board with this. Present at the April 3<sup>rd</sup> meeting.

DECISION REQUIRED?

[0] VOTES FOR

[0] VOTES AGAINST

**Decision:**

**Action:** Put meeting together for Lauren and Julie with Kathryn Jansen, Teresa Jewel, Holly Rickett and Lan Nguyen to meet and draft procedure to send out to the departmental coordinators as a manual of operations.

**Action:** Lucy Pick to send an email to students quarterly with the link to the website with the contact information for electives.

**Action:** Reschedule the April 3<sup>rd</sup> meeting.

Adjourn: 5:00 pm