

Elective Clerkship Committee Minutes

Date	October 1, 2018
Time	4:00 – 5:00 PM
Location and/or connection info	E-308 https://zoom.us/j/592820789
Chair	Roger Tatum
Attendees	Mark Whipple, Vicki Mendiratta, Paul Borghesani, Larry Kirven, Christen White, Kathi Sleavin, Eric Kraus, Greg Schmale, Kellie Engle, Sam Griffin, Anna Nolin, Jaydee Ocon, John Loeser, Radiology, Kelley Goetz
<input checked="" type="checkbox"/> QUORUM REACHED	

Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	Introduction June Minutes	Roger Tatum	5 min	Attachment A	Decision
2	OB/GYN Diversity Elective	Vicki Mendiratta	15 min	Attachment B	Decision
3	Data about Visiting & UW Students Slots & Registration	Christen White	10 min	Attachment C	Discussion
4	Elective Registration Data	Christen White	10 min	Attachment D	Discussion
5	Pre-Requisites for 697/699 Clerkships	Christen White & Kellie Engle	5 min		Discussion
6	Clinical Catalogue Update	Christen White	5 min		Discussion

Next meeting: November 26th at 4pm

1. Approval of June Meeting Minutes		
Discussion Dr. Tatum gave a brief overview of the June meeting minutes.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	10 VOTES FOR	0 VOTES AGAINST
Decision: The June Elective Clerkship meeting minutes were approved.		

2. OB/GYN Diversity Elective, Vicki Mendiratta		
<p>Discussion: The committee reviewed a new OB/GYN Diversity Clerkship, effective September 2019. Most departments have a diversity subinternship and OB is one of the few clerkships without. This opportunity is for underrepresented individuals, as defined by ACGME, to rotate and increase diversity in the clerkship setting. There are monies for two, visiting fourth year students by permission-only. This experience is crafted uniquely for students based upon their interests in the OB/GYN program, and they will interface accordingly with the department chair and department faculty.</p> <p>Goals and objectives don't include clinical skills but because we are tailoring to student, it's difficult to specifically craft learning objectives. The suggestion was made to craft a general objective to increase skills and knowledge in area of interest of student.</p> <p>Concerns were raised about maintaining compliance with State of Washington as various state offices and federal departments are examining whether excluding specific demographics from an educational opportunity is legal. There are permission-only clerkships based upon workforce needs but not those that only admit certain demographics. Other courses utilize a generic MOU for non-UW students. It was suggested that registration could provide guidance.</p> <p>OB/GYN will follow-up with Department Chair, Curriculum, and registration to ensure compliance and modify goals and objectives.</p>		
<input checked="" type="checkbox"/> DECISION REQUIRED	0 VOTES FOR	0 VOTES AGAINST
Decision: The Committee postponed a vote to approve the OB/GYN Diversity Elective for further discussion of the goals and objectives.		

3. Data about Visiting & UW Students Slots & Registration		
<p>Discussion: Clinical Curriculum reviewed the 2018-2019 enrollment data by student type, 4th year and visiting students both international and domestic. The breakdown was by department. It's possible this data might change since enrollment is still ongoing.</p> <p>IM normally holds slots for visiting students but due to APC electives and changed required clerkship electives, they did not to hold visiting slots. For 2019-2020, IM will hold about 35 open slots for visiting students. 13% drop rate for elective, 10% required clerkships.</p> <p>If any clerkships would like additional information, reach out to curriculum.</p>		

4. Elective Registration Data		
<p>Discussion: The committee requested this data in the context of elective enrollment at TRACK students. Enrollment/Availability data from March 2018-March 2019 was shared but numbers are still in flux. There are additional slots we are unable to capture, because they are elective, permission-only clerkships.</p> <p>At Track sites, the majority of clerkships are permission-only and as we seek to address shortages, this information is helpful for how to increase, non-permission availability in the region. Some regional sites</p>		

(ex. Montana) post permission-only slots, so there's awareness of possible slots, which drives up student requests. Most other sites do not post and thus it's more challenging for students to be aware of permission-only clerkships. Can sites/clerkships provide additional details about when a permission-only clerkship is available for students? Curriculum is requesting more specifics from the region, to find ways to improve availability and communication.

Concerns were raised about how early students must register for courses. Internal Medicine created two scheduling seasons because it's difficult to get information two years in advance about needs from sites. It's also time consuming for the departments. While we understand the challenge on departments, sites, is there any information we can provide to assist students? What if permission-only electives were reduced or only offer courses where there's availability?

NO DECISION REQUIRED

5. Pre-Requisites for 697/699 Clerkships

Discussion: Recently, we've experienced UW students in their Patient Care Phase, trying to take away electives prior to completing required clerkships as visiting students at other institutions or in the WWAMI region.

Departments have discretion whether to accept students who haven't completed course prerequisites. Does the committee support students taking away rotations at other institutions if they haven't completed PC Phase (697)? 697 courses are majority approved by equivalent academic institutions with final sign-off by curriculum. The challenge is that some schools are now asking Curriculum if the school approves. Do Clerkships want to maintain the by-discretion or shift? Concerns were raised the 699 rotations are not uniform enough to create a formal policy/guideline. For 697 electives, no concerns since it is an outside institutions.

Action: Create a disclaimer that there might be requirements in each department so students should follow-up individually.

Action: How do we handle evaluations from outside clerkships for grading? Away clerkships? Add for discussion at November meeting.

NO DECISION REQUIRED

6. Permission-Only Workgroup Update

Discussion: The workgroup piloted and implemented a system to share when permission only clerkships are offered to students. Curriculum is also cleaning-up if there's duplicate requests and clearing out unused requests. Permission-only workgroup will now be examining procedural concerns internally of how we communicate with students and how to manage students failing to follow-through with sites. Basically, can we centralize permission-only clerkships so departments/registration/curriculum can see discrepancies?

7. Clinical Catalogue Update

Discussion: Add for discussion at the November meeting.

Adjourn: 5:00 pm PST