

Housestaff Expectations for UCLA Students on Internal Medicine Clerkship

Olive View Interns and Residents,

We hope your upcoming wards rotation treats you well. You will have a Medicine Clerkship student assigned to your team, and we would like to share the following regarding their inpatient experience and expectations.

FEEDBACK AND EVALUATION:

1. Set clear expectations and give feedback! Take a few minutes to meet with your student(s) the first day you work with them to outline your expectations. Schedule a convenient time near the end of your (or their) rotation for feedback.
2. Be sure to work round with the student(s) every day prior to Attending Rounds. Set a specific time when they should be ready and hold them accountable to those standards. Take this time to ensure they understand the plan for the day, teach, and give feedback to streamline their oral presentations on attending rounds.
3. The evaluation tool is attached; please use the criterion-based anchors to select the rating that best reflects the student's performance in each sub-competency. Clerkship grades are now Credit/No Credit and students will especially appreciate your narrative comments and specific suggestions for improvement. **Important note: You may work with more than one student during the same clerkship. Please be mindful to evaluate each student against the grading rubric only.**

NUMBER OF PATIENTS TO WORK-UP AND FOLLOW AND NOTE-WRITING POLICY:

6. Students will be required to see a minimum of 36 patients, ideally half during inpatient and half during ambulatory. They need to pick up at least 3 patients per week in the Inpatient setting (1-2 per admitting day). Do not cherry pick patients for students unless you have a bolus of admissions to assign. The goal of their second-year rotation is to acquire skills in taking histories, performing physical exams, forming assessments and plans, writing notes, and working on their oral presentations for all types of patients.
7. On Long call days, students should be assigned 1-2 patients to admit and follow and should leave the hospital by 10PM. Please keep this in mind and assign them the first patients assigned to your team so that they can get out by 10PM.
8. Students are required to follow patients from admission to discharge. They are not permitted to "sign off" patients unless their census is so high that they cannot admit new patients. Encourage them to accompany patients to procedures and informally follow patients who are transferred to the ICU, CCU, or other services (no notes or presentations required). With appropriate supervision and coaching, students should call consults, speak to families/PMDs/outside pharmacies, etc.
9. Medical students' daily progress notes, with appropriate supervision/attestation, can be used as the official daily note; when students create the note, they must select a licensed provider (resident or attending) as cosigner but any Intern/Resident can review/edit the note in the Notes tab This should be done daily. Student H&P's do not replace interns' H&P's; Interns should continue writing their own independent H&Ps since note writing assists with the interns' own clinical reasoning.

SCHEDULES, DAYS OFF, AND ATTENDANCE:

10. Days off - The students' assigned days off will be arranged by clerkship directors at the beginning of the clerkship to avoid missing mandatory didactics and call day. **Team attendings and residents ARE NOT able to approve additional days or release students early.** Please notify site directors if students ask you for additional time off (i.e. medical apt needing several hours away, personal time, etc.).

11. The DGSOM [Duty Hour Policy](#) outlines the following:

- Maximum hours per week: 80 hours
- Maximum shift: 28 hours
- 8 hours free of clinical work between shifts
- Days off – 1x/wk averaged over the clerkship

CONCERNS:

12. **Important:** Please let us know in real time if you have any academic or wellness concerns about a student so that we can assist you with referring the student to the appropriate resources. Inpatient Medicine is one of their most demanding rotations of second year and may be their first experience with very sick patients, end-of-life care, etc. Students very much appreciate when we debrief difficult clinical events and discuss our own strategies for success, resilience, and work-life balance.

Please contact the Olive View Internal Medicine site directors with any questions, concerns, or feedback.

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