MS3 Class Meeting: Fourth Year & Electives!

Hosted by the Office of Student Affairs and Office of Career Advisement
February 5, 2019
• Planning for Fourth Year (Focus on Electives)
  • Scheduling your Fourth Year
  • MS4 Worksheets
  • Electives
  • Away Rotations

• Upcoming Deadlines
  • Honors and Awards

• Reminders
  • Scheduling CK/CS
  • Inclement Weather, Policies
  • Upcoming Meetings
Components of the LCME Accreditation Process

Data Collection Instrument

Self-Study Task Force

Independent Student Analysis

Graduate Questionnaire

Site Visit

Mock Site Visit

Continuous Quality Improvement (CQI)

LCME Site Visit

October 21-23, 2019
2018 Independent Student Analysis
Summary of Results

**Strengths**
- Student-faculty-administration relationships
- Facilities at the medical school
- Preclinical curriculum (First 100 Weeks)
- Pediatrics clerkship
- Psychiatry clerkship
- Exposure to diverse populations
- Selective and elective opportunities

**Challenges***
- Student wellness
- "Visiting" faculty in large group sessions and structure sessions (First 100 Weeks)
- Step 1 preparation
- Facilities at clerkship sites
- Assignment of clerkship sites and schedules
- Ob/Gyn clerkship
- Medicine clerkship
- Surgery clerkship
- ACE grading and assessment
- Career advising

*Continuous quality improvement (CQI) teams will be formed to address student-identified challenges.
You asked

- Increase Availability of OAS Services.
- Improve Step 1 prep.

We answered

- A director for OAS was hired. New resources have been created and services are growing every day!
- A new review class is being implemented.
Contact Us

lcmeinfo@hofstra.edu

Judith Brenner, MD
Associate Dean of Curricular Integration and Assessment

Carole Bates, MPH, MBA
Assistant Dean for Curricular Affairs & Special Projects

Elizabeth Urbanski, MPA
Special Projects Coordinator

https://medicine.hofstra.edu/lcme
You will get lots of different advice from different people! That’s okay.
  - Advice in fourth year is specialty dependent and dependent upon what your goal is for residency.

Rely on your Career Advisor, the Office of Career Advisement and the Office of Student Records for help with logistics as related to residency applications.

Rely on your Departmental Advisor, residents, alumni and upperclassmen for specialty specific advice.
  - This will be different for everyone!

Rely on resources that exist.
  - We know, they are not perfect...
  - Career Advising Website: Prep for Residency

Work on things early!
  - You can update your CV, work on applications for away rotations, schedule Step 2 CK/CS, start a draft of a personal statement and start a list of letter writers now.
Planning for Fourth Year

• If you know your specialty...
  • Discuss specialty-specific needs with your Career Advisor.
    • Example: Emergency Medicine candidates need an away and early acting internship (AI).

• If you are undecided...
  • Take a deep breath, start to eliminate some options.
  • Review the assessments on the Careers in Medicine website for hints.
  • Meet with your Career Advisor for advice.
  • Take on some universal logistics in the meantime that aren’t related to your specialty choice. You can take small steps forward without knowing your specialty! (Example: Update your CV).
It is required that all MS4 students attend two scheduling meetings (one for AIs and one for Electives). Career Advisors will be present at these meetings to assist. The meetings are meant to:

- Align your fourth year schedule with your specialty of choice,
- Offer advice on scheduling around, and with, backups for away rotations,
- Review important deadlines for your fourth year.

Before the meeting...
- Submit your AI Priority Worksheet (Section 5) to SOMPrepRes@Hofstra.edu by 2/6/19 (5:00PM)
- Complete a draft of the Fourth Year Scheduling Worksheet to plan the year.
- There will be 2 live Google docs available to students (AI and Elective)
  - The Google docs will let you know which rotations are at capacity
  - Team Prep will update the docs after each student’s scheduling meeting
  - Check the Google doc to make sure the rotations you want to schedule are not at capacity
  - Refer to the next slide for additional information.
- In addition, there will be an option to call into your meeting. A conference line will be provided to you the day of your scheduling meeting.
Fourth Year Scheduling Meetings

• During the meeting...
  • Bring your worksheet.
  • Meetings will last 10 – 15 minutes.

• After the meeting...
  • Follow up with your Career Advisor and/or the fourth year team (SOMPrepRes@hofstra.edu) with questions.

• ***No schedule change requests can be accepted or processed until all meetings have been held and student schedules are released.***
MS4 WORKSHEETS

- Review your options using the Course Catalog and guidelines below.
- Complete a draft of the Fourth Year Scheduling Worksheet prior to your meeting using these guidelines:

<table>
<thead>
<tr>
<th>Acting Internships (AIs)</th>
<th>Electives</th>
<th>Professional Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three core AIs are required</td>
<td>Five electives are required</td>
<td>Flexible</td>
</tr>
<tr>
<td>• 1 in Medicine, Pediatrics, Surgery or Ambulatory Care (Family Medicine)</td>
<td>Can be a home elective, away elective, optional AI, research experience, internal preceptorship</td>
<td>Most students have twelve weeks of professional development time</td>
</tr>
<tr>
<td>• 1 in Emergency Medicine</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 1 in Critical Care</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Must be four continuous weeks</td>
<td>Must be either two weeks, four weeks, or longitudinal</td>
<td>Often used to interview or study for Step 2</td>
</tr>
<tr>
<td>No AIs can be taken from Oct. – Jan.</td>
<td>Most away rotations occur in June - October</td>
<td></td>
</tr>
</tbody>
</table>

- Treat this draft as a guideline for your fourth year.
- Know that it could change based on availability of rotations and positions throughout the year.
- Review with your Career Advisor and Course Director during the scheduling meeting.
OK. I figured out my Als...
what am I going to do with all this time???

A QUICK PRIMER ON ELECTIVES
THERE ARE A LOT OF APPROACHES TO CHOOSING ELECTIVES...

**Reason for Choosing Electives - Class of 2018**

- Most interesting per upperclassmen: 1
- Fewest time commitments: 3
- Broaden Overall Knowledge: 18
- Flexibility: 20
- Prep for Chosen Specialty: 36
Types of Electives

• Clinical (home or away)
• Research (home or away)
  • Clinical vs Basic Science
  • Home or away
  • YOU find the mentor
  • Requires an application signed by the mentor (due to Research Committee 8 weeks prior to start)
  • Can be longitudinal

• Preceptorships (home or away)
  • Clinical vs Nonclinical
  • YOU find the preceptor
  • Must be a minimum of 30 hours per week
  • Requires an application signed by the preceptor (due 4 weeks prior to start), and potentially an ACE or AI Director if conflicts with another rotation
  • Preceptorship Directory

• Most are 4 weeks, some are 2, can do 1 or 3 weeks with departmental approval

• All are graded Pass/Fail
Types of Electives

• Longitudinal
  • Humanities in Medicine
  • Medical Spanish
  • Medical Education
  • Law & Policy (potential)

• International
  • Uganda (includes preflight curriculum in June plus 6-8 weeks on ground)
  • Ecuador
  • Other
Resources for Electives

• Preparation for Residency (summary of MS4 requirements)
• 2019 – 2020 Course Catalog
• Elective Dashboard – Reviews from students on different electives
• Preceptorship Directory
• Career Advisors
• Upperclassmen
If you are considering an away rotation, talk to your Departmental Advisor!

While away rotations are not required, they can be a great experience, and are essential for some specialties.
  • Example: Emergency Medicine

If you are considering an away rotation, organize yourself & be prepared for a lot of paperwork.
  • Get the following items in order: request your health records, update your immunizations (if needed), update your CV.

While most schools use Visiting Student Learning Opportunities (VSLO) to coordinate away rotations, not all do.
  • Create a list of away rotations that you are interested in and figure out what you need for each.
  • Ask your Departmental Advisor or an upperclassmen for guidance.

Institutions that do not use VSLO may have early deadlines (as early as right now!)
  • After you create your list of interested programs, visit their websites to figure out if they participate in VSLO or not. This will determine your timeline.

Student Records can help with logistics!
  • Individual appointments to assist with logistics are available upon request.
  • Please contact Vanessa Fyfe (SOMRegistrar@Hofstra.edu).
Honors & Awards

You will be asked to submit an updated CV by the end of February to be considered for the following honors:

• **Gold Humanism Honor Society (March)**
  • You will be asked to fill out a survey to nominate your peers for the first round. This will be distributed in late February/early March.
  • The GHHS Selection Committee consists of members of leadership of the School of Medicine, faculty members and additional administrative staff. After compiling data from the GHHS nominee questionnaire, the students in the top 20-25% of the class will be eligible to be reviewed by the Selection Committee. Second, the eligible students will be presented to the Selection Committee. Student candidates will be evaluated based on their questionnaire results, data from their CVs, and comments from formative and summative evaluations throughout the four years of their medical education. The Selection Committee will then select up to 15% of the class to be recognized as a part of the Gold Humanism Honor Society.

• **Alpha Omega Alpha (September)**
  • A selection committee composed of School of Medicine deans and faculty meets yearly to consider fourth year students based on their clerkship grades and their USMLE Step 1 score. Students who are in the top 25% of their class academically are assessed further on leadership abilities, professionalism, service, teaching and research.
  • The AOA allows each chapter to nominate up to one-sixth of the class for membership. No application or action (other than submitting your CV) is required.

• **Graduation Departmental Honors (January)**
  • Selected by departmental leadership based on performance in years 3 & 4. Additional information found on our website.

• **Graduation with Distinction in Research**
  • The deadline to apply early is July 1, 2019 (to be included in MSPE).
  • Guidelines and applications can be found at [https://medicine.hofstra.edu/research/student-research.html](https://medicine.hofstra.edu/research/student-research.html).
Reminder: STEP 2 CK & CS

• Registration
  • This process is similar to registering for USMLE Step 1. Choose any three month window in which you would like to schedule your test.
  • Choose your test date.
  • Please note that you are required to take both USMLE Step 2 Clinical Knowledge and Clinical Skills by December 31, 2019.
  • The Office of Student Records will verify your status for registration.

• Additional Details
  • You must pay in advance to take these tests.
  • Reach out to your Career Advisor to discuss scheduling.
Second 100 Weeks
During the Second 100 Weeks, the majority of your academic responsibilities are located at the health system. Therefore, students follow the lead of the health system as determined by the ACE Directors. Please note that instructions may vary based on rotations.

If the forecast is concerning, the ACE Directors will have a conference call the night before or morning of projected adverse weather. Students will still receive a CANN notification, but should look for emails from medicine.students@hofstra.edu with the specifics for your clerkship. Information will be gathered and send to students as soon as possible. During weekend shifts, please communicate directly with ACE Directors and hospital teams. It is for best that students show that they are a committed part of the patient care team. Applying the same standards as staff is helpful for team morale and education. In addition, we encourage students to reach out to ACE Directors with concerns.

Please use your judgement when traveling during hazardous weather conditions. Keep in mind that the weather at the School of Medicine and Northwell Health can vary. In addition, the two campuses have different procedures when preparing for a storm. We recognize that everyone has different comfort levels and distances to travel for all responsibility levels. As always, your safety is our biggest priority. If you EVER believe you are putting yourself at risk – stay home and follow the normal protocol of reporting an absence.

Please make sure you have the Student Affairs On-Call phone saved for any emergencies: 516-236-4085. As always, if there are any questions or concerns, don’t hesitate to ask.
Reminder: Policies

• Policy on Medical Student Mistreatment (Yellow Cards)

• Statement of Professionalism

• Attendance Policy
  • Absence Reporting Form

• Policy on Communication

• Policy on Medical Student Exposure to Infectious and Environmental Hazards
  • Reminder: Needlestick Procedure (Yellow Cards)

• NEW: Student Accomplishment Form
What’s next?

- February 4 & 7 2019—Career Nights at the SOM

- February 15th – March 12th – Individual Fourth Year Scheduling Meetings

- March 28th – Specialty Student Panel, hosted by AOA and GHHS MS4s at LIJ

- April 23rd – Preparing for Fourth Year

- May 22nd – Introduction to Fourth Year
We are here to help.

- Preparing for next year is an exciting and often emotional time.
- There are many offices and staff members at the medical school to help you navigate all of it!

  - Office of Student Affairs
  - Office of Career Advising
  - Office of Student Records
  - Office of Student Finance
  - Team Prep for Residency