

## Georgetown University School of Medicine

### Emergency Medicine 2017-2018



### Clerkship Leadership Team

#### **MedStar Georgetown University Hospital (MGUH)**

J.V. Nable, MD-Site Director  
Janet Smereck, MD

#### **MedStar Washington Hospital Center (MWHC)**

Jacob Isserman, MD-Site Director

#### **Emergency Medicine Academic Chair**

Jonathan Davis, MD

#### **Clerkship Coordinator**

Theresa Plater-Clerkship Coordinator  
202-444-0684  
[blackt@gunet.georgetown.edu](mailto:blackt@gunet.georgetown.edu)

#### **Contacting Clerkship Leadership:**

For routine clerkship matters/concerns/questions, you may contact Mrs Plater, with the above contact information. If you require immediate assistance, you may contact the Clerkship Director on-call (the on-call calendar is available on the MGUH ShiftGen calendar).

## Welcome to your 4<sup>th</sup> year clerkship in Emergency Medicine!

Consider this a four-week capstone seminar to your medical school experience – a chance to practice and refine your abilities as a physician. The skills and knowledge base that you have acquired in the past three years will be challenged and improved daily in your Emergency Medicine experience. The clerkship features numerous educational opportunities:

The EM clerkship is comprised of the following **MANDATORY** requirements, which will be discussed further below:

1. Course Orientation
2. Holy Cross Orientation (if rotating at Holy Cross)
3. 13 Clinical Shifts (11 if rotating at Holy Cross)
4. Procedural Skills/Simulation Lab
5. Mid-clerkship Feedback
6. Medical Student Didactics Day
7. Attendance at one Resident Didactics Day
8. National Capital Poison Control Center Day
9. Pediatric Resuscitation Workshop
10. One45 Patient Logging
11. Final Exam

**Missing a mandatory component of the clerkship will result in the scheduling of at least one additional clinical shift.**

The EM clerkship **OPTIONAL** opportunities are as follows:

1. Resident Teaching Shift
2. Extra Content Activities
3. End of Rotation Feedback

### **Mandatory attendance dates: (see the master clerkship calendar for exceptions)**

- First week of each block: Monday – 9a-5pm, ACLS and Orientation –SITEL Sim Center
- First week of each block: Tuesday - 9am - 11am, Orientation for students rotating at Holy Cross/Southern Maryland/Franklin Square only
- Second week of each block: Wednesday – 9 am – 1pm, medical student focused didactics and mid-clerkship feedback sessions
- Emergency Medicine Skills Workshop/Lab 8:30am-12pm or 1pm-4:30pm (see schedule)
- 4th week of each block: Friday – Final exam, Group 1: 9am, Group 2: 11am – BACC Library classroom (downstairs)

### **Clerkship Objectives**

Developed from the ACGME core competencies, including patient care, medical knowledge, practice-based learning and improvement, interpersonal and communication skills, professionalism, and systems-based practice

1. Improve speed, efficiency, and focus of history and physical skills in the assessment of undifferentiated patients
2. Foster development of comprehensive differentials from an emergency medicine perspective, with focus on most lethal, most common, and most likely diagnoses
3. Achieve competency in the assessment of common Emergency Medicine patient chief complaints – abdominal pain, altered mental status, chest pain, gastrointestinal bleeding, headache, poisoning, respiratory distress, shock, trauma and orthopedic injuries
4. Improve confidence in designing and enacting treatment plans, and developing dispositions, both for patients with undifferentiated complaints and with a specific disease process.

5. Become comfortable/adept at the assessment and repair of traumatic lacerations
6. Achieve procedural competence in peripheral access, Foley catheterization, and nasogastric tube placement
7. Actively participate in airway and arrhythmia management, central line placement, incision and drainage of abscesses, lumbar punctures and joint dislocation management
8. Recognize the role of EM in the community, including access to care and its impact on patient care.
9. Recognize when patients should be referred to the ED, and the importance of adequate follow-up plans for discharged patients
10. Practice rapid establishment of rapport with patients, and practice interpersonal and communication skills with patients, consultants, and primary care doctors
11. Exhibit professionalism including work ethic, timeliness, honesty and integrity in patient care, accountability, and cultural sensitivity
12. Achieve ACLS certification (Georgetown students only)
13. Demonstrate a breadth of knowledge regarding acute medical care of the topics outlined in the course textbook by passing the written exam

### **Course Orientation**

Unless otherwise noted in the master calendar, EM Course orientation occurs on the first day of the rotation in the SITEL Learning Center at 4000 Connecticut Ave. It is followed by ACLS training.

### **Holy Cross Hospital Orientation**

- When you arrive, please park in the Main Hospital Parking Lot, NOT the Physician's Office Building Parking lot. There is a substantial difference in cost between the two lots.
- Also, when you arrive, please WAIT in the HC Emergency Department Lobby. Dr. Delvecchio or one of his staff will come find you there. Do not try to find his office!

### **Clinical Shifts**

- All students will rotate at two sites for two weeks each.
  - Students will complete 13 clinical shifts (11 if rotating at Holy Cross Hospital) during the block between the two sites.
  - Our clinical sites are Medstar Georgetown University Hospital (GUH), Medstar Washington Hospital Center (WHC) or Holy Cross Hospital (HCH).
  - Most shifts at WHC and GUH are 9 hours. HCH shifts may have some variability in length, but none will exceed 12 hours.
  - If you are rotating at HCH, you will complete your required shifts there and 7 shifts at either WHC or GUH. You will also make your own schedule for those two weeks at the HCH orientation on rotation day #2.
- Further information regarding the clinical sites follows at the end of this document.

### **Clinical Shifts--Scheduling**

- Clinical shifts will be distributed among daytime, evening, and overnight shifts (goal of approximately one-third in each category).
- Rotating students should also anticipate working on weekends throughout the block, including the final weekend after the final exam.
- There is a requirement of at least 10 hours off clinically after each ED shift.
- Students are required to complete all clinical shifts during their assigned block. Failure to do this will result in a grade deduction. (see Grading below).

### Clinical Shifts--Off request

- The clerkship uses an online scheduling system to generate a clinical shift schedule.
- We aim to publish a schedule by the Friday prior to orientation.
- Schedule requests are due via email to Ms. Plater by the Monday 2 weeks prior to the start of the clerkship, unless otherwise communicated.
- Students are permitted to request up to three days off (five during interview season).
  - An off request begins at midnight until 7am the following morning.
    - A request for Monday would begin at 11:59pm on Sunday until 7AM Tuesday
  - You can not request off for the mandatory attendance dates listed above.
  - No more than two requests can be utilized on weekends.

### Shift Changes

Students may swap shifts among themselves, so long as all the following rules are met:

1. Students are responsible for finding mutually-agreed swaps among themselves
2. Must have at least 10 hours off between clinical shifts
3. Clerkship students may only swap with other 4th years (3rd years are given the suffix M3 on the schedule)
4. Teaching Shifts can only be swapped for Teaching Shifts
5. Can only swap with staffed shifts (no "swaps" into an "Empty" shift)
6. At Georgetown, 6hr Flex Shifts can only be swapped for Flex Shifts
7. Must notify by email the site director at the affected hospital immediately upon acceptance by both parties of the shift swap (both students should be included in the email)

### Clinical Shifts - Expectations

Students are teamed with an attending and often a senior resident.

Expectations include initial evaluation, management, reassessment, procedures, decision making and final disposition.

Consider yourself the patient's primary medical provider and follow through from the beginning of the encounter until the patient departs the ED.

- Please be on time for each shift. If you are unable to make a shift in the event of an emergency or will be late for any reason, please notify the attending on duty in the Emergency Department at the clinical site and email the clerkship leadership.
- Introduce yourself to the supervising attending and residents at the beginning of each shift.
- Please participate in the transfer of care (sign-out) between attendings/residents at the beginning and end of each shift.
- Prior to departing each shift, please close the loop (pending labs/imaging and critical details) on remaining patient care details for all patients whose care you are involved
- Please dress professionally for all clerkship activities. Appropriate attire includes a clean white jacket and either professional dress or matching scrubs. No open toed shoes, shorts, or jeans are permitted. See below for further dress code details.
- Students are permitted to place **proposed** orders on patients – but should only do so after having presented the patient to the attending physician. Due to the rapid nature of the emergency department setting, the attending physician may limit the number of patients for whom students will place proposed orders.
- The examination of **sensitive areas** (including rectal, pelvic, genital, breast, etc.) requires involvement of the ED attending physician (and/or upper level supervising PGY-2 or PGY-3 emergency medicine resident) prior to the examination being performed. In addition, a chaperone should always be present at the bedside for the duration of all such examinations.

### **Dress Code**

The dress code is business casual at a minimum whenever at a MedStar or clerkship facility. Blue jeans, flip-flops, shorts, and tank tops are not allowed per institutional policy. This dress code should be honored at clinical shifts, didactics, conferences, or any activity at a MedStar or clerkship-affiliated site such as the SiTEL simulation center.

### **Evaluation of Student Clinical Performance**

The attending or senior resident should provide individual feedback after each shift utilizing ACGME core competencies. At the end of your shift, please ask the attending and/or senior resident you worked with to complete an evaluation form online at [m.evals.io](http://m.evals.io). This is for both evaluation purposes as well as attendance. Paper evaluations (available on the course website [www.georgetownemergencymedicine.org](http://www.georgetownemergencymedicine.org)) should **only** be completed in the event of a computer downtime event.

### **Emergency Medicine Skills Workshop**

The course leadership will meet with a half of the clerkship for a four-hour skills teaching session. This will involve advanced airway management, central line placement, wound care/suturing, IV/IO starts, ultrasound, and a simulation case. Your feedback on this experience is greatly appreciated. Each student will participate in one teaching shift.

Unless otherwise indicated, the sessions will take place at the sim center adjacent to the ILC at Georgetown University School of Medicine. An additional clinical shift will be required in order to fulfill the clerkship requirements if the skills lab is missed.

### **National Capital Poison Control Center**

National Capital Poison Control Center is located in Northwest DC, two miles north of Georgetown SOM. You will spend a half-day (~3-4 hours) on site learning about toxicology and the services provided by poison control. This serves as an excellent supplement to your prior toxicology exposure. You will need to call in advance to schedule your shift. Please be sure to have the attendance record signed before you leave. The contact information for the National Capital Poison Control Center is as follows:

3201 New Mexico Ave NW, Suite 310  
Washington, DC 20016  
202.362.3867

### **Advanced Cardiac Life Support (Georgetown students only)**

Students will complete ACLS on the first day of the course. All students **MUST** complete the online component of ACLS **prior** to arrival at the Simulation Center. You will not be allowed to complete the ACLS course that day if you have not completed the online component. Please note that the online component takes between 4-6 hours to complete so plan accordingly.

- Location: SiTEL Clinical Simulation Center, 4000 Connecticut Ave, NW
  - Near the Van Ness-UDC Red line Metro stop, at the corner of Connecticut Avenue and Van Ness, on the street level of the IntelSat Building. Please enter through the doors at the bottom and to the left of IntelSat's main entrance - Do not walk up the large two story outdoor staircase. There is garage pay parking under the Giant grocery store, on Veazey Terrace just off Connecticut Avenue.

### **Emergency Medicine Residency Didactics**

Residency didactics are every Thursday morning from 9am to 1pm alternating between Georgetown University and Medstar Washington Hospital Center. Students are required to attend one didactic day as scheduled by the clerkship team and indicated on the master calendar given at orientation. In the event that a student does not attend the scheduled didactics day, completion of an additional clinical shift will be required to fulfill the course requirements. Students are welcome to attend additional didactics if desired and not scheduled for a conflicting clinical shift. Students may not miss their assigned clinical shift to attend additional didactic days. Please be on time and remember to sign in as the sign in sheet serves as your attendance record. The didactics location will also be indicated on the clerkship calendar given at orientation. It is acceptable to work a 3-midnight ED shift directly after the didactics. Students are not permitted to work an overnight shift and must leave at 11 pm the night prior

to your scheduled didactics day to allow for duty hour compliance (minimum of 10 hours between shifts/activities).

### **Mid-Clerkship Day**

Medical student didactics are typically held on the second Wednesday of each block from 8 am – 2 pm at Georgetown University unless otherwise indicated. The date, time, and location will appear on the calendar distributed at orientation. Students are required to attend and sign in to indicate attendance. In the event that a student does not attend the scheduled didactics, completion of an additional clinical shift will be required to fulfill the course requirements. Students are not permitted to work an overnight shift prior to the didactics to allow for duty hour compliance (minimum of 10 hours between shifts/activities). The didactics will be followed by a mid-clerkship evaluation session.

### **Resident Teaching Shift (Optional)**

Students may elect to work a shift with a dedicated teaching resident. This teaching shift allows students to take a “deep dive” into specific workups and management of patients in the emergency department, while being mentored closely with a senior resident.

### **Extra Content Opportunities (Optional)**

During the course of the rotation, students are given the opportunity to spend time in one of the many areas of subspecialty and interest within Emergency Medicine. Students are provided with a list of opportunities during their orientation, and may select any one opportunity still available that does not conflict with their clinical schedule or violate duty hours. Students may not miss their assigned clinical shift to attend these opportunities.

### **Attendance Policy**

Advance approval from the clerkship leadership team is required prior to missing ANY clerkship component or components. Any missed component of the rotation needs to be made-up, whether excused or unexcused. Any unexcused absence for a clerkship component (or components) will lead to a mark-down in the professionalism score and/or overall clerkship grade. Any missed component that is not made-up may lead to course non-completion (incomplete grade) and/or course failure. Missed activities must be made up with either the same activity (if possible), or with the scheduling of an additional clinical shift (at the discretion of the clerkship leadership team)

### **Required Text – Online Clerkship Directors in Emergency Medicine (CDEM) Curriculum**

[www.cdemcurriculum.org](http://www.cdemcurriculum.org)

This curriculum covers the material on the final exam, and also will provide you a substantive review of important topics in emergency medicine. It would likely be beneficial to you to read these chapters early in your rotation for a clearer sense of how to approach your patients in the emergency department. Please carefully study all modules under the two submenus:

#### **The Approach To:**

Abdominal Pain  
Altered Mental Status  
Cardiac Arrest  
Chest Pain  
Gastrointestinal Bleeding  
Headache  
Poisoning  
Respiratory Distress  
Shock  
Trauma

#### **Specific Diseases:**

Cardiovascular  
Endocrine/Electrolyte  
Environmental  
Gastrointestinal  
Genito-urinary  
Neurological  
Psychiatry  
Pulmonary  
Sepsis

### **EM Exam Preparation**

Students should log onto [www.saemtests.org](http://www.saemtests.org) to access a fairly large databank of questions related to the EM clinical experience. Each student should have received an email from saemtests.org with a login and password to open this bank. You will also need this to take the EM final exam at the end of the rotation. If you have not received a login/password contact Mrs. Plater as soon as possible.

### **Alternative Resources**

Recommended textbooks for further reading:

Mahadevan and Garmel, Ed. *Introduction to Clinical Emergency Medicine: Guide for Practitioners in the Emergency Department*, 2<sup>nd</sup> Edition. Cambridge: Cambridge University Press; 2011. **An outstanding resource for 4<sup>th</sup> year medical students pursuing Emergency Medicine as a career.**

Markovchick VJ, Pons PT, and Bakes KA, Ed. *Emergency Medicine Secrets*, 5<sup>th</sup> Edition. St. Louis, Mosby, Inc.; 2010. **A question/answer format enjoyed by many students.**

Tintinalli JE, Gabor DK, Staphczynski S, ed. *Tintinalli's Emergency Medicine: A Comprehensive Study Guide*, ed. 7. New York: McGraw-Hill; 2011. **One of the gold standards in EM texts.**

**You may access Tintinalli online via AccessMedicine from a hospital or school of medicine computer:**

<http://accessmedicine.mhmedical.com/book.aspx?bookid=348>

Marx JA, Hockberger RS, and Walls RM, ed. *Rosen's Emergency Medicine: Concepts and Clinical Practice*. 7<sup>th</sup> Edition. St. Louis: Mosby, Inc; 2010. **One of the gold standards in EM texts.**

### **One45 Patient Logger**

As with all other mandatory GUSOM clerkships, Georgetown students are required to utilize One45 Patient Logger to document seeing a variety of types of patients. For the emergency medicine clerkship, the following encounters must be logged:

1. Acute Chest Pain
2. Altered Mental Status
3. Acute Abdominal Pain
4. Acute Trauma/Injury
5. Acute Shortness of Breath
6. Intravenous Access
7. Wound Management
8. Airway Management
9. Bedside Ultrasonography
10. Managing Errors in the Care of Patients
11. Care of the Non-Domiciled Patient

Students who do not encounter any of the above scenarios have the opportunity to complete an alternate activity during the EM Skills Workshop and Midclerkship Day.

### Clerkship Evaluation

At the completion of the course, students will be asked to complete evaluations via *CoursEval*, GU's online Clerkship evaluation tool.

This evaluation is your legacy to future students at Georgetown University School of Medicine. We will review your anonymous comments and take all feedback seriously.

### Final Exams & Grades

The final exam will be on the last Friday of the block in 2 different sessions in the BACC classroom in the SOM, at 9am (group 1) or 11am (group 2). The written exam is a multiple-choice test with questions based on the course reading.

For Georgetown students, passage of ACLS is mandatory to receive a final grade.

The grading rubric breakdown is composed of the following **3 domains**:

- Clinical Performance      65      %
- Written Exam                25      %
- Physicianship                10      %
  - Attendance at all assigned lectures, simulation lab and teaching shift
  - Completion of One45 Logger
  - Work ethic and enthusiasm
  - Professional dress in the clerkship
  - Professional interactions with patients and staff
  - Being prompt for clerkship activities
  - Students with **meritorious** physicianship may be awarded extra points in this domain

Your grade will be a reflection of all aspects of the rotation, however the final grade is given at the discretion of the clerkship leadership team.

#### **Clinical Performance**

Faculty evaluate students at the conclusion of each shift utilizing an online evaluation tool. Students are assessed on their performance in the following domains:

- History and Physical Exam Skills
- Differential Diagnoses Development
- Medical Decision-Making and Management of Patients
- Medical Knowledge
- Professionalism
- Overall Performance

The online evaluation tool utilizes a standard Likert scale of 1-5 (5 being the best). A score of 3 is considered "meets expectations" performance. This Likert scale is converted to a numerical score (i.e. a 5 converts to 100%).

The clerkship directors review the numerical scores and comments from all evaluators in determining the final summary score for **clinical performance**. The final summary score in each of the above categories is **generally** an average of the composite scores, though some scores may carry more weight than others.

The lowest and highest clinical evaluations are not included when calculating the **clinical performance** domain of the grade. Comments from faculty from all clinical shifts, however, may be included in the MSPE. The **physicianship** domain may include faculty feedback from any shift or other student activity.



**In keeping with Georgetown SOM grading policy, in order to receive a Pass on the clerkship, students must:**

- 1) Have acceptable clinical performance (an average of 2.5 or higher on clinical evaluations)
- 2) Pass the final exam  
A pass is defined as greater than 4 standard deviations below the mean from the previous year's class. **For AY 2017-2018, the passing score on the EM Final Exam is 63%**
- 3) Complete all other mandatory components of the clerkship:
  - a) Complete all required clinical shifts (13, unless otherwise specified)
  - b) Attend orientation
  - c) Attend a poison center shift
  - d) Attend 1 resident conference \*
  - e) Attend EM Skills Workshop/Lab \*
  - f) Attend Mid-Clerkship Day \*
  - g) Completion of One45 Logger

\* students with an excused absence for these activities can make them up with the scheduling of an additional clinical shift

Students who fail the final exam are given 1 additional attempt (which must be completed within 28 days of the 1st attempt).

Students who do not complete any other mandatory components of the clerkship are given up to 28 days to remediate. Grading penalties for these situations are discussed below.

**In order to receive Honors, a student must pass the clerkship on the first attempt (including passing the final on the first attempt, and complete all clerkship mandatory components within the defined rotation period).**

**Grade cut-offs for Honors / High Pass / Pass are set by the performance of the previous year's class. The defined cut-offs would have approximately resulted in the following distribution of grades:**

- 30% Honors**
- 35% High Pass**
- 35% Pass**

**This means that ALL students have the opportunity to achieve Honors, as students are compared to prior year's data, not to their current peers.**

**Cut-offs for AY 2017-2018:**

**Honors: 84%**

**High Pass: 79%**

**Pass: 70%**

**Low Pass: 60%**

**Incompletes:** A grade of incomplete will be given for any student who does not complete the required number of clinical shifts and clerkship activities within the 4-week rotation. The incomplete will be removed once the student has completed shifts during the allowed make-up period.

### **Penalties and grade assignments:**

- If you are unable to complete the clerkship requirements during the assigned block dates, or you do not turn in your paperwork with Mrs. Plater within 72 hours of the end of the block, an **Incomplete** will be placed on your transcript until your requirements are satisfied.
- If you are unable to complete all of your clinical shifts (13) and the other clerkship requirements during your assigned block, there will be a 5% deduction from your overall grade, and an **Incomplete** will be placed on your transcript until your requirements are satisfied.
- Any shifts or other clerkship requirements not completed during the block must be completed within 28 days of the final day of the block – if you have not completed your requirements and turned in your paperwork to Mrs. Plater by this point, a **Fail** will be placed on your transcript. Remaining shifts must be completed by December 23 for Blocks 1-5 (Fall Semester), and by 1 week before Graduation for Blocks 7-10 (Spring Semester), or a 10% deduction will be taken from your overall grade, and a Fail will remain on your transcript until the requirements are satisfied. Note that even if you later complete the requirements, your transcript will permanently reflect the Fail, and a Pass by Remediation grade will be entered.

### **Mid Clerkship Feedback**

After the first half of the ED rotation, students will receive brief, personalized, formative feedback. Students may opt to participate in a face-to-face feedback session, which will proceed the student didactic session on the second Wednesday of the block (except as noted in the schedule below). You are required to complete a mid-clerkship self-assessment form **in advance** of the didactic session. You need to bring your completed self-assessment form with you to the didactics. Blank self-assessment forms can be found in the clerkship materials toolbox located on the medical students page of our program website:

<http://georgetownemergencymedicine.org/medical-students/medical-student-clerkship>

### **End of Clerkship Feedback (Optional)**

At the end of each block on the day of the examination, students will have the opportunity for formative feedback. An open door policy will be in effect between the hours of 11am and 2pm on a first-come first-served basis.

## Georgetown University School of Medicine 2017-2018 Fourth Year EM Clerkship Required Schedule

### **Block 0: June 5 – July 2**

Orientation / ACLS	June 5	9a-5p
Off-Site Orientations	June 6	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
EM Skills Day	June 13	8:30a-noon or 1p-4:30p
MidClerkship Day	June 14	8a – 2p
Final Exam	June 30	9a-11a or 11a-1p

### **Block 1: July 3 – July 30**

Orientation / ACLS	July 3	9a-5p
Off-Site Orientations	July 5	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
EM Skills Day	July 10	8:30a-noon or 1p-4:30p
MidClerkship Day	July 12	8a – 2p
Final Exam	July 28	9a-11a or 11a-1p

### **Block 2: July 31 – August 27**

Orientation / ACLS	July 31	9a-5p
Off-Site Orientations	Aug 1	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
EM Skills Day	Aug 8	8:30a-noon or 1p-4:30p
MidClerkship Day	Aug 9	8a – 2p
Final Exam	Aug 25	9a-11a or 11a-1p

### **Block 3: August 28 - September 24**

Orientation / ACLS	Aug 28	9a-5p
Off-Site Orientations	Aug 29	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Sept 6	8a – 2p
EM Skills Day	Sept 12	8:30a-noon or 1p-4:30p
Final Exam	Sept 22	9a-11a or 11a-1p

### **Block 4: September 25 – October 22**

Orientation / ACLS	Sept 25	9a-5p
Off-Site Orientations	Sept 26	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Oct 4	8a – 2p
EM Skills Day	Oct 9	8:30a-noon or 1p-4:30p
Final Exam	Oct 20	9a-11a or 11a-1p

### **Block 5: October 23 - November 19**

Orientation / ACLS	Oct 23	9a-5p
Off-Site Orientations	Oct 24	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Nov 1	8a – 2p
EM Skills Day	Nov 7	8:30a-noon or 1p-4:30p
Final Exam	Nov 17	9a-11a or 11a-1p

**Block 6: November 20 – December 17**

Orientation / ACLS	Nov 20	9a-5p
Off-Site Orientations	Nov 21	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Nov 29	8a – 2p
EM Skills Day	Dec 5	8:30a-noon or 1p-4:30p
<i>Thanksgiving Break</i>	<i>Nov 22 – Nov 24</i>	
Final Exam	Dec 15	9a-11a or 11a-1p

**Block 7: January 2 - January 28**

Orientation / ACLS	Jan 2	9a-5p
Off-Site Orientations	Jan 3	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
EM Skills Day	Jan 8	8:30a-noon or 1p-4:30p
MidClerkship Day	Jan 10	8a – 2p
Final Exam	Jan 26	9a-11a or 11a-1p

**Block 8: January 29 – February 25**

Orientation / ACLS	Jan 29	9a-5p
Off-Site Orientations	Jan 30	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Feb 7	8a – 2p
EM Skills Day	Feb 13	8:30a-noon or 1p-4:30p
Final Exam	Feb 23	9a-11a or 11a-1p

**Block 9: February 26 – March 25**

Orientation / ACLS	Feb 26	9a-5p
Off-Site Orientations	Feb 27	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Mar 7	8a – 2p
EM Skills Day	Mar 13	8:30a-noon or 1p-4:30p
<i>Match Day</i>	<i>March 16</i>	
Final Exam	Mar 23	9a-11a or 11a-1p

**Block 10: March 26 – April 22**

Orientation / ACLS	Mar 26	9a-5p
Off-Site Orientations	Mar 27	9a – 11a (only for students rotating at Holy Cross, So. Maryland, or Franklin Square)
MidClerkship Day	Apr 4	8a – 2p
EM Skills Day	Apr 9	8:30a-noon or 1p-4:30p
Final Exam	Apr 20	9a-11a or 11a-1p

## Emergency Medicine Clinical Sites

### Medstar Georgetown University Hospital

<http://www.georgetownuniversityhospital.org>

Georgetown University Hospital is a 500 bed community hospital with over 35,000 emergency department visits per year, of which 17% are pediatric visits. GUH specializes in tertiary care in multiple specialties, as well as primary care for residents of Georgetown.

The emergency department is staffed 24 hours with a single attending, and 16 hours a day with a second physician. In addition, many afternoons have pediatric attending coverage as well. Patients are of mixed acuity, will all levels of acuity in the same clinical area.

#### Logistics

At Georgetown, there is a grey metal locker for personal belongings located outside Mrs. Plater's office door. It is accessible at all times during your shifts. Please do not leave your belongings in the nurses' break room.

**MGUH Main ED Number:** 202-444-2119

**MGUH Clinical Chief of Emergency Medicine:** Brendan Furlong, MD

### Medstar Washington Hospital Center

<http://www.whcenter.org/>

Medstar Washington Hospital Center is a Level 1 Trauma Center for adults with over 800 inpatient beds and well over 80,000 emergency department visits. WHC is the region's burn center and specializes in tertiary care in cardiology, oncology, specialty surgery and primary care for residents of the District of Columbia.

The emergency department at Medstar Washington Hospital Center is divided into several geographical **zones**, each comprising a team of nurses with a single attending physician. You will be assigned to a team where you will be paired with an attending and occasionally a resident during your shift. The teams are color coded with Red, Green and Blue teams running 24 hours a day. The Blue team is unique in that it is managed by both a senior resident and an attending – your presentations will predominantly be directed towards the senior resident on this team.

#### Logistics

The Parking Office will no longer validate parking tickets for students that do not have ID badges. All students are to report to the ID Badge Office immediately when they arrive at the MWHC. The ID Badge Office closes for lunch between 12:00 and 1:00 p.m., and for the day at 3:30 p.m. After you receive the ID Badge, you should report to the Parking Office before 4:30 p.m. to get your parking hang tag.

Students should fill in the requested information on the Parking Request form – Automobile Year, Type, Tag #, State, etc. before they turn in the form to the Parking Office. Please include your CELL PHONE NUMBER on the form, in case the parking office needs to contact you.

The badges are to be returned to Mrs. Plater at the end of the rotation. There is also a drop-box outside her office in the event of her absence.

#### MWHC ED Numbers:

**Blue Team:** 202-877-5530

**Red Team:** 202-877-5520

**Green Team:** 202-877-5530

**Silver Team:** 202-877-5570

**MWHC Chairman of Emergency Medicine:** Jeffrey Dubin, MD

## Holy Cross Hospital

<http://www.holycrosshealth.org/index.aspx>

Holy Cross Hospital is a 450 bed community hospital in Silver Spring with over 80,000 emergency department visits per year with a quarter of those visits pediatric. Unique aspects of this hospital are separate Pediatric and Senior areas of the ED. Rotations include shifts in the main department, as well as the pediatric department.

The emergency department is staffed 24 hours with 2 attendings, and up to 5 during peak hours. Patients are divided out as to acuity, and students have an opportunity to work in all areas, including procedures in the fast track area. You must return your parking pass at the end of the rotation, or your colleagues will be unable to park in the following block.

### Logistics

**Please return your HC Confidentiality form to Mrs. Plater when requested**

Orientation with Dr. Delvecchio is **MANDATORY**. Students will complete 50-60 hours of clinical time during the 2 weeks at Holy Cross. Shifts may vary in length, and specific requirements are discussed at orientation.

**HCH Main ED Number: 301-754-7500**

### Site Coordinator

Julie Williamson [williaJu@holycrosshealth.org](mailto:williaJu@holycrosshealth.org)

### HC EM Chair and Medical Director

James Delvecchio, MD [delveja@holycross.org](mailto:delveja@holycross.org)

## MedStar Franklin Square Medical Center

<https://www.medstarfranklinsquare.org/>

MedStar Franklin Square Medical Center is a 378 bed community hospital in Baltimore County with the busiest emergency department in the state of Maryland, treating over 100,000 patients per year.

### Logistics

**Students may opt to rotate at this site. Because of the distance involved, there are no overnight shifts, and students are given a 1 shift reduction.**

Orientation with MFSMC faculty **MANDATORY, typically on day 2 of the clerkship.**

**MFSMC Main ED Number: 443-777-7068**

### MFSMC EM Chair

Jonathan Hansen, MD [Jonathan.Hansen@medstar.net](mailto:Jonathan.Hansen@medstar.net)

## MedStar Southern Maryland Hospital Center

<https://www.medstarsouthernmaryland.org>

MedStar Southern Maryland Hospital Center is a 262 bed community hospital in Prince George's County, Maryland.

### Logistics

**Students may opt to rotate at this site. Because of the distance involved, there are no overnight shifts, and students are given a 1 shift reduction.**

Orientation with MSMHC faculty is **MANDATORY, typically on day 2 of the clerkship.**

**MSMHC Main ED Number: 301-877-4505**

### MSMHC EM Vice-Chair

David Lane, MD [David.R.Lane@medstar.net](mailto:David.R.Lane@medstar.net)

## Student Support

**Student Handbook.** The Georgetown University School of Medicine Student Handbook contains both general policies and academic policies. It is available online at <http://som.georgetown.edu/student-services/administrative/student-handbook/>

**ADA Accommodations.** The School of Medicine is committed to providing an environment that is supportive of students with physical or psychological disabilities and gives such students the opportunity to succeed academically. Students who believe that they may have a disability are encouraged to contact the Georgetown University Learning Services office, which provides services to students with learning disabilities, including physical disabilities, and psychological disabilities. The office's phone number is 202.444.0684. Information is also available on the web at <http://www.georgetown.edu/student-affairs/caps/learning.html>.

**Counseling and Psychiatric Services (CAPS)** When students experience life events or academic pressures that leave them feeling anxious, confused, lonely, angry, depressed or overwhelmed, they can seek assistance at the Counseling and Psychiatric Services (CAPS) office. When those feelings persist for more than just a few days, it is often helpful to speak with an unbiased "objective" professional. If you wish to know more, information is available on the web at <http://www3.georgetown.edu/student-affairs/caps/index.html>.

**Dean of Students.** If you have academic or personal concerns or questions, contact the Dean of Students, Princy Kumar, MD, directly ([kumarp@gunet.georgetown.edu](mailto:kumarp@gunet.georgetown.edu), Direct Line: 202-687-8514, or Pager: 202-405-2283).

**Change in Military Status.** If you are called to active military status, contact Clerkship Director immediately to make arrangements for completing the Clerkship.

### Communication with Faculty

Questions about logistics, direct questions, comments, or concerns about the clerkship should be directed to the the Clerkship coordinator, Theresa Plater via email at [blackt@gunet.georgetown.edu](mailto:blackt@gunet.georgetown.edu) or phone at 202-444-0684 (office).

The clerkship team members are also available to meet in person. Please email to arrange an appointment.

**Academic Honesty and the "Code of Professionalism"** You are expected to abide by the School of Medicine "Code of Professionalism". The expectations include the application of academic integrity and honesty in your class participation and assignments; and that you will listen without bias or preconception to the ideas of your classmates, while giving them, as they give you, the benefit of opportunity to test out ideas and opinions in an educational environment of trust and openness. The GU statement is located in the Student Handbook at <http://som.georgetown.edu/docs/Handbook%20Appendix%20O.pdf>

**Cheating** - Dishonesty of any kind with respect to examinations, Clerkship assignments, alteration of records, or illegal possession of examinations shall be considered cheating. It is the responsibility of the student not only to abstain from cheating but, in addition, to avoid the appearance of cheating and to guard against making it possible for others to cheat. Any student who helps another student to cheat is as guilty of cheating as the student he or she assists.

**Plagiarism** - Plagiarism is the using of other's words or ideas as your own without giving credit to the original user. This is a serious offence that can result in failing grades on papers or in classes and even in expulsion from the university or legal action. It is expected that all students correctly credit information gathered from others. You are expected to take care not to use - intentionally or unintentionally - work by others. If you have questions about how to handle a particular situation, please get in touch with me.

**Disciplinary Action** - We need to take this opportunity to review with you Georgetown University School of Medicine's expectations regarding professional behavior during testing, and to remind you that any violations of the Code of Professionalism may result in **serious consequences, up to and including suspension and dismissal.**

Any student found engaged in cheating, aiding in cheating, plagiarism, or any other unfair practice or violation of the testing guidelines will be dealt with immediately and strictly according to University policies. The violation of this rule will be considered violations of the Code of Professionalism and may result in very serious consequences, up to and including suspension and dismissal. Complete information is available in Appendix Q <http://som.georgetown.edu/docs/Handbook%20Appendix%20Q.pdf> of the GU SOM Student Handbook available at <http://som.georgetown.edu/student-services/administrative/studenthandbook/>.

**Mistreatment** - As laid out by the GUSOM Teacher-Learner Relationship Policy, the Department of Emergency Medicine aims to create and sustain a learning environment that fosters mutual respect, trust, honesty, collegiality, compassion and accountability. Students are encouraged to report episodes of abuse, harassment, or discrimination. In addition to notifying clerkship leadership, other avenues to report mistreatment include:

1. **Ombudsman:** Stacey Kaltman, PhD ([sk279@georgetown.edu](mailto:sk279@georgetown.edu))
2. **Senior Associate Dean for Students:** Princy Kumar, MD ([kumarp@georgetown.edu](mailto:kumarp@georgetown.edu))
3. **Medical Student Life Advisory Committee:** <https://som.georgetown.edu/student-services/mslac>
4. **Title IX Coordinator:** Dean Susan Cheng, Ed.L.D. ([Susan.Cheng@georgetown.edu](mailto:Susan.Cheng@georgetown.edu))
5. **Office for Institutional Diversity, Equity, and Affirmative Action:** 202-687-4798

***You will be asked to certify that you have read and understand these policies.***



## Welcome to the National Capital Poison Center!

Dear Student,

Please call at least one week ahead (202) 362-3867 to schedule your 4 hour visit.  
You can come anytime from 9a-9p, 7 days a week.

Your Primary goals during this visit:

- Learn how the poison center staff uses their resources to recommend treatment strategies
- Focus your attention on a few specific and common poisons.
- Familiarize you with the reasons to call the poison center in the future

### Resources

There are over 300 toxicology books in the shelf over the Poison specialists' desks. Directly across the room are file cabinets with thousands of journal articles. Feel free to investigate, but please return things to the location you found them.

The Poisindex is a huge database of poison information that you will learn to use during your stay. It can enable you to identify a pill by identifying qualities such as color, shape and unique markings.

### Poisons

During the four hours at the poison center you should:

- Complete 4-5 Toxicology Case work sheets. Examine the accompanying "exhibits" and ask for the answers after you have completed the sheets.
- Listen to phone calls on the tape machine and fill out log sheets for about 20 calls. Include the symptoms the patient manifested and the management recommended. For patients with no symptoms, describe the symptoms the patient would have experienced, had they been seriously poisoned.

If you have any recommendations for future rotators, or special activities in which you would like to become more involved, please let us know! (202) 362-3867

Work hard and enjoy your time here,

Cathleen Clancy, MD  
Associate Medical Director

Toby Litovitz MD  
Director

National Capital Poison Center  
3201 New Mexico Avenue, NW Suite 310  
Washington, DC 20016  
Administrative line (202) 362-3867  
Fax (202) 362-8377

**Parking:** We do not validate parking at any of the nearby parking lots. Parking is available on the streets in the surrounding area. Note that some street locations require that you move your car after two hours.

**Georgetown University SOM Emergency Medicine Clerkship  
National Capital Poison Center**

**Students: Please return this completed form to the clerkship coordinator, Mrs. Plater, when you submit your completed shift evaluations. This will verify that you have successfully completed your poison center requirement.**

**This statement is to verify that:**

\_\_\_\_\_ completed the designated four-hour rotation at  
**(Student name)**

**National Capital Poison Center on**

\_\_\_\_\_  
**(date)**

\_\_\_\_\_  
**(signature of NCPC staff member)**

\_\_\_\_\_  
**(printed name of NCPC staff member)**