Clerkship Orientation

Students are expected to participate in the orientation on the first day of the clerkship. This includes both didactic and hands-on training vital to your clerkship experience. Attendance is mandatory for the orientation.

Students are to sign up for memberships to ACOG **before** they start the clerkship; Processing of a medical student application may take **2-4 weeks**. It will allow them access to many review articles and resource materials for the clerkship. Student may go to the main website at [www.acog.org](http://www.acog.org) or can follow the following link:

http://www.acog.org/departments/dept_notice.cfm?recno=43&bulletin=3432

Service Responsibilities

**Loyola University Medical Center Students**

Students at Loyola will participate on three, two week service rotations. All students on gynecology services (Oncology, Gynecology, Urogynecology) should report to the back of the main hospital cafeteria at 6:30 am for Gynecology Morning Rounds. Labor and Delivery day students should report to L+D at 6:00 am for service. The MFM student should report to Women’s Health, Loyola Outpatient Center, at 8:30 am. See below for night float.

Service Expectation at Loyola:

Ambulatory Experience: Students will be assigned an ambulatory continuity clinic, with either faculty or residents. The continuity clinic is very important, and should be attended regardless of service responsibilities. The residents on each service will coordinate the daily activities between the operating room, procedure clinics and faculty clinics.

**Oncology, Urogynecology, Gynecology:** Students should not arrive prior to 5am for service responsibilities. At a minimum, each student is expected to evaluate at least one patient to present each day. As the rotation progresses, students will be expected to see multiple patients for rounds, with the help of the residents. Students WILL NOT be expected to cover all of the patients on the service.

**Labor and Delivery:** Students should not arrive prior to 5am for service responsibilities. At a minimum, each student is expected to evaluate at least one patient to present each day. Students should focus on evaluating ante-partum (pregnant) patients. As the rotation progresses, students will be expected to see multiple patients for rounds, with the help of the residents. Students WILL NOT be expected to cover all of the patients on the service.
End of Rotation change-over: At the end of each two week block, it is expected that students coming off the service communicate with the on-coming students. Basic information, such as meeting times, sign out of existing patients, cases for the following week should be discussed. It is expected that students starting the service will be prepared for the service’s workload.

Student Sign-out: At the end of each work day, it is expected that the students from each service will sign out to the night coverage team student. L&D students should sign out any active patients, including unstable ante-partum patients and laboring patients expected to deliver. Oncology, Urogynecology and Gynecology students should sign out any post operative checks or unstable patients on the service. In the morning, the night team students will be responsible for updating the services with any laboratory update, exam findings and admission. Before sign out, students should review patients with the residents on service for accuracy.

Alexian Brothers Students

Students assigned will be split between two services: Labor and Delivery and Gynecology. You will work with Dr. Steven Binette, the clerkship director for the site. Ambulatory experience will come from participation in faculty clinics at Alexian Brothers Medical Center. Students should report to the Medical Administration Office at 7:30 am on the second day of the clerkship. Report to Carolyn Cagle. Directions located on website. The call schedule and the ambulatory clinics will be assigned at this time.

Gottlieb Campus Students

Students assigned will be split between two services: Labor and Delivery and Gynecology. All students should report to the Birth Center on the second floor of the hospital at 6:00 am on the second day of the clerkship.

Ambulatory Experience: Students will be assigned an ambulatory continuity clinic, with either faculty or residents. The continuity clinic is very important, and should be attended regardless of service responsibilities. The residents on each service will coordinate the daily activities between the operating room, procedure clinics and faculty clinics.

Call Responsibilities

Loyola University Medical Center Night Float

The clerkship utilizes a night float system. One of the two weeks spent on labor and delivery will be a night float week, where the student will work a 12-hour shift over the evening.
Students will report to the Chief Resident on Night Float at 5:00 p.m. in Labor and Delivery for sign out rounds. Clinical duties for the student on Night Float will end at 6:00 a.m. the following day.

Tuesday Night Float ends at 10 pm, so the student can come back Wednesday morning for Patent Care Conference.

Night Float students will participate in floor calls, emergency room evaluations, admissions to Labor and Delivery and participate in deliveries and any surgeries.

**Loyola University Medical Center Weekend Call**

Students are expected to devise an equitable Week-End Call schedule for 24 hour coverage every Saturday and Sunday of the clerkship. You will be responsible for making up your own Week-End Call Schedule.

1. A student should be on call every Saturday and Sunday of the rotation, for a 24 hour shift, unless a holiday.

2. Week-End Call Students are expected to be at sign out rounds at 6am.

3. Work out your Week-End Call Schedule by the end of orientation and leave it on the clipboard. It will be posted on the website for review and access.

4. If on call Sunday night, you are excused from clinical responsibilities on the following Monday.

**Alexian Brothers Call Schedule**

The site coordinator determines the call schedule at this site. All call schedules will be consistent with the Stritch School of Medicine policy regarding duty hours. Any concerns or questions should be directed to the clerkship coordinator or the clerkship director.

**Gottlieb Campus Call Schedule**

Students are expected to be on call four times: three weeknight calls and one weekend call. Weekend calls should be taken on Saturday. Weeknight call should not be on Tuesday nights, or on the night preceding your ambulatory clinic.

**Department Conferences**

All Students
A number of different department conferences take place each week. All students should return to the Loyola Medical Center campus each Wednesday. Your attendance is expected at all of the following:

Patient Care Conference  
Wednesday 7:30am SSOM Room 170

Grand Rounds/Division M&Ms/Education  
Wednesday 8:30am SSOM Room 170

Problem Based Learning Series  
Wednesday, starting at 9:30am to 11am SSOM Room 170 (May be subject to change, check website)

After the Problem Based Learning Cases, all students are to return to their primary sites and services.

Loyola (Medical Center and Gottlieb) Students

There are two additional conferences that students will attend (schedules and times posted on website).

Chairman rounds: You will be expected to attend teaching rounds with the Chairman. These will be held on selected Mondays at 7:30am and Fridays at Noon, posted on the website. All conferences will be held in his conference room, Room 1018.

Alexian Brothers Students

You will meet with Dr. Binette at Alexian Brothers Medical Center. He will give you a list of topics that will be discussed and presented. You will also receive a schedule with topics and dates.