

**Internal Medicine Clerkship
Site Description
Access to Care Loyola Outpost**

Location	1211 W Roosevelt Road, Maywood, IL 60155 Loyola Medicine Maywood - Roosevelt Road is less than a mile west of Loyola University Medical Center.		
Contacts	Medicine Clerkship Site Director:		
Parking	Free parking for Loyola Medicine Maywood - Roosevelt Road is available in a nearby lot with security and easy access to this location's entrance.		
Reporting Time & Location	Mondays (8:15a – 5P) and Wednesdays (1:45P – 5P)		
Orientation & Badge	<ul style="list-style-type: none"> • Orientation is provided by the site attending on the first day of your rotation after onboarding. Items discussed include rotation expectations and policies pertinent to ATC. • ID Badges are to be always worn and will be necessary to gain access to all areas assigned. 		
Dress Code	<p>Students should wear professional attire with their white coat (professional attire is also acceptable). Clothing should not be tight, short, revealing, scanty or excessively baggy. Open-toed shoes or sandals are not acceptable. Tattoos must be covered and no extreme hair colors.</p> <ul style="list-style-type: none"> • ID Badges are to be worn at all times and will be necessary to gain access to all areas assigned. • What to bring: White coat, stethoscope, cellular phone. Desktop computers are available for your use 		
Meals	A small kitchen with refrigerator is available for you if you bring your lunch		
Conferences/Location	Name	When	Location
	NA		
Security	There is no security staff on site		
Storage/Locker Location	There is space for you to bring a backpack or small bag for personal belongings but please note that you do not have access for storage with a lock.		
Lactation Rooms	There is private space available for use.		
Study/Rest Area	There are two offices for studying.		
Call Rooms	NA		
Information Technology Resources	<p>How to obtain Wi-Fi access?</p> <ul style="list-style-type: none"> • Wi-fi is available on site and students may receive information regarding WIFI access during orientation. <p>How to access the EMR?</p> <ul style="list-style-type: none"> • EMR is accessible to students and will be reviewed on the first day of the rotation. 		

Site/Rotation Description	<p><u>Weekends</u>: Students assigned to ATC will not be required to work weekends.</p> <p><u>Evaluations + Feedback</u>: Students will be evaluated by their anchor(s) at the two week and four-week mark.</p> <p><u>Documentation</u>: We will provide written documentation of the feedback session at the 2 week and at the 4 week time frame</p> <p><u>Documentation</u> - Hospital EMR is Epic and students will be able to access the EMR following the completion of appropriate online module training. You are responsible for submitting/signing notes on all your patients each day. The notes should be forwarded to your attending for review.</p> <table><tr><th>EMR</th><th>Access</th><th>Description</th></tr><tr><td>Reading Notes</td><td>Yes</td><td>Full Access</td></tr><tr><td>Labs</td><td>Yes</td><td>Full Access</td></tr><tr><td>X-Ray Reports</td><td>Yes</td><td>Full Access</td></tr><tr><td>Films</td><td>Yes</td><td>Full Access</td></tr><tr><td>Writing Notes</td><td>Yes</td><td>Will sign notes as medical student notes</td></tr><tr><td>Writing Orders</td><td>No</td><td>Students are not to write orders</td></tr></table>	EMR	Access	Description	Reading Notes	Yes	Full Access	Labs	Yes	Full Access	X-Ray Reports	Yes	Full Access	Films	Yes	Full Access	Writing Notes	Yes	Will sign notes as medical student notes	Writing Orders	No	Students are not to write orders
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Exposure to an Infectious or Environmental Hazard	All needle sticks and other exposures to blood or other potentially infectious body fluids should be immediately reported to the student’s supervisor, clerkship administrator, and to the designated contact at the facility where the incident occurs, <u>as well as</u> the IM clerkship team at Loyola.																					
Access to Health Care Services	If you have a health concern, please email the IM clerkship team at Loyola; please also update your team and the site director/administrator.																					
Disaster Preparedness	As per SSOM policy																					
Wellness Center	NA																					