



## Loyola Psychiatry Clerkship Site Description Edward Hines Jr. VA Inpatient

<b>Location</b>	<p>Edward Hines Jr. VA Medical Center 5000 S. 5<sup>th</sup> Avenue Hines, IL 60141</p> <p>Hines VA 2 South, Building 228, 2<sup>nd</sup> Floor, Hines VA Hospital: unit is locked, will need to hit buzzer on the wall outside of unit for staff to buzz you in.</p> <p>Unit Main Number: 708-202-8387, ext 22815</p>
<b>Contacts</b>	<p>Dr. Christy McMillin Email: <a href="mailto:Christy.McMillin@va.gov">Christy.McMillin@va.gov</a>; Office: 708-202-2035A</p> <p>Dr. Stephanie Wilson Email: <a href="mailto:Stephanie.Wilson11@va.gov">Stephanie.Wilson11@va.gov</a>; Office 708-202-2594</p>
<b>Parking</b>	Students may park in employee parking lots. All students are required to register for a parking placard. To register, go to building 17, room 117, M-F, 8-11 am or 1-4 pm. Tickets will be issued to students who park in patient designated lots.
<b>Reporting Time &amp; Location</b>	2 South, may report to Student/Intern work room, between 0815-0830 depending on caseload, to do chart review prior to morning report.
<b>Orientation &amp; Badge</b>	<p>There is a general Hines orientation following the clerkship orientation on the first day of the clerkship in the afternoon. Following this, students are oriented to the service by Dr. McMillin and/or Dr. Wilson.</p> <p>Students will receive instructions on how to obtain/renew a PIV badge at the start of the rotation. For questions related to a PIV badge, please contact Jessica Rome at 708-202-8387, x29078, or email at <a href="mailto:Jessica.Rome@va.gov">Jessica.Rome@va.gov</a>.</p>
<b>Dress Code</b>	Business casual or scrubs
<b>Meals</b>	<p>Staff lounge has a microwave and refrigerator if students want to bring their own lunch. The hospital canteen is located in building 1 near the F lobby. There is also a small Starbucks in the main lobby of the hospital with limited food options. There are two Farmers Fridges at Hines – one is in the main lobby of the hospital and the other is in the F lobby near building 1.</p>
<b>Conferences/Location</b>	<p>Case Conference, every other Tuesday at 1400, 2S, students/residents present</p> <p>Loyola Grand Rounds, weekly Thursdays at 1200, in person and virtual, guest presenters</p>
<b>Security</b>	Hines VA has a dedicated police force for security purposes. To reach the VA police internally from any phone at Hines, dial x23200. Hit control-control to alert security from any Hines computer.
<b>Storage/Locker Location</b>	Belongings can be stored in the Student/Intern work room just outside the unit (Rm 2054)
<b>Lactation Rooms</b>	<p>Building 1, Room D426, open 24 hours      All are first come, first serve</p> <p>Building 200, Rm 843, open 24 hours</p> <p>Building 200, Room 1276 open 0700-1630</p> <p>Building 228, Room 4014A, open 24 hours</p>

Study/Rest Area	Student/Intern Work Room																					
Call Rooms	n/a																					
Information Technology Resources	<p>How to obtain Wi-Fi access? Nonclinical only, Network: Guest-VA; PW: Welcome1</p> <p>How to access COM services? Enterprise Service Desk, 4-HELP from any campus phone</p> <p>How to access the EMR? Will need PIV card or exemption: Verify Code and Password</p> <p>Students will receive instructions for on-boarding and computer network access at the start of the rotation. Contact: Jessica Rome, 708-202-8387, x29078, or by email at <a href="mailto:Jessica.Rome@va.gov">Jessica.Rome@va.gov</a>. Students can reach the office of information technology (OIT) internally from any phone by dialing x44357.</p>																					
Site/Rotation Description	<p><u>Inpatient Team Structure:</u> Attending, +/- PGY1 or 2 resident, +/- Sub Intern, +/- Elective Student, 1-2 M3 students. On the unit there are 2 unit Social Workers, 1 Psychologist, +/- Psychology Interns, 2 Medical Nurse Practitioners, 1 Mental Health Pharmacist, 1 Peer Support Specialist, 4 Recreation Therapy Specialists, and a Mental Health Chaplain.</p> <p><u>Inpatient Expectations:</u> Students should report between 0815-0830 (depending on caseload) to allow for chart review prior to morning report. Morning report is at 0845 via Teams Following morning report there are treatment team meetings for all admissions/discharges, organized by attending. Students are expected to attend the treatment teams with their respective attendings. Patient rounds follow treatment team meetings, then work on documentation, calling collateral, etc. You are expected to listen to morning report, participate in/run interviews, complete progress notes and H&amp;Ps, and contact family/friends for collateral as needed. You should also attend case conferences and may be asked to present.</p> <p><u>Call:</u> as per your call schedule</p> <p><u>Weekends:</u> as per your call schedule</p> <p><u>Evaluations + Feedback:</u> Given by attendings/residents. Formally at midpoint and end of rotation. Students should be prepared to discuss their own self-evaluation.</p> <p><u>Documentation:</u> Admission H&amp;Ps and Daily Progress Notes</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	Cleanse the area, inform your supervisor. If during daytime hours, go to Employee Health, Building 1, E120. If after hours, go to the ER.																					
Access to Health Care Services	Please utilize the Loyola student wellness center for routine health care services.																					
Disaster Preparedness	<p>Students may review the Hines VA Emergency Operations Plan (EOP) which is available on site from any Hines computer by opening Microsoft Edge. Scroll down and on the right hand side of the screen under "Important Links", click "Emergency Operations Plan".</p> <p>Follow overhead alerts and supervisor instructions.</p>																					
Wellness Center	N/A																					



