

Dear Students,

I hope you are all enjoying the second year! By this time, I am sure many of you are beginning to think about the next phase of your medical education and wondering what this will look like. This memo is intended to inform you of a series of meetings that will address many of your questions about the Clerkship level of your medical education.

Upcoming Meetings & Information Sessions

1. How the Lottery Process Work (optional) – with Jacqueline Drouin

October 1st – 12:00-1:00pm *Med Ed 308*

October 2nd – 12:00-1:00pm *Med Ed 203*

Students can stop by to this informal drop-in session to ask questions about how the lottery process works, review documents made available on VIC Management, and to discuss any additional questions about the Clerkship Year. In addition, a self-paced module on the Clerkship Year and How the Lottery Works will be made available to students in the Class of 2022 Clerkship Student Services VIC Portal site. The site will be available the first week in October.

2. Connecticut Campus Coffee Q&A (optional) – Dr. Ellen Kulaga

October 4th – 9:00-9:30am *Dean's Conference Room*

CT students can meet with Dr. Ellen Kulaga and ask questions about their upcoming Clerkship Year in Connecticut.

**3. Kickoff meeting to Planning Your Clerkship Year (highly recommended)
Clerkship Affiliate Site Information Meeting – Clerkship Directors, Site Directors**

October 10th – 5:00-6:00pm *Larner Classroom*

This meeting brings together the Clinical Campus and Affiliate Site Directors, as well as all of the Clerkship Directors, to discuss the clerkship year across all the sites. **Pizza will be provided so please [RSVP by Thursday, October 3](#)** and indicate on the sign-up if you have any dietary restrictions.

**4. Kickoff meeting to Planning Your Clerkship Year (highly recommended)
The Student Perspective – Co2020 & Co2021 Student Ambassadors**

October 10th - 6:00-7:00pm *Larner Classroom*

A panel of student ambassadors from the Class of 2020 and Class of 2021 will give you their perspective on planning for the Clerkship Lottery and answer your questions about the Clerkship level. No faculty or staff will be present to allow for open discussions.

5. The Clerkship Lottery Celebration (mandatory) – Dr. Eldakar-Hein and Dr. Bertsch

October 17, 2019: 3:15-4:00pm – *Reardon Classroom*

The Clerkship Lottery Celebration brings all students together to determine their flight group and the order that they will be completing their clerkships. Prizes and surprises await, and please be sure to bring one dollar! Students must be present to pick their flight group, and those with extenuating circumstances can assign a designee to pick their flight for them. Designee lottery forms available in VIC Management.

Please see the third page for key dates and deadlines for the Clerkship Year.

This is an exciting time in your medical education, however it may seem confusing or overwhelming at times. We are here to help so please do not hesitate to contact our office with any questions or for assistance during this middle phase of the VIC. You may also email Jacqueline Drouin, Clerkship

Coordinator, or the StudentCOMServices@med.uvm.edu account, and we will direct your questions to the appropriate person.

Thank you and good luck!

The Clerkship Team

KEY DATES & DEADLINES

How Things Work Meeting (optional)	October 1 @ Noon in Med Ed 308 October 2 @ Noon in Med Ed 203
Clerkship Information Session (Kick off to the Clerkship Year)	October 10, 2019 @ 5:00pm in Larner Classroom
Student Flight Lottery Celebration	October 17, 2019 @ 3:15pm in Reardon Classroom
Starts: Trading of Flight Groups	October 21, 2019 @ 5:00pm via email
<p>Students will receive an email on Monday, October 21, 2019 at 5:00pm with the results from the Student Flight lottery. Once this email has been sent flight group trading will open. To initiate a trade, both students must email Jacqueline Drouin with the trade by the deadline. Please make sure to CC the student you are trading with or we will not honor the trade.</p>	
Ends: Trading of Flight Groups	Thursday, October 24, 2019 @ Noon
Starts: Student Location Preference Selection for assigned rotations	Friday, October 25 @ Noon with COMMISSAR
Ends: Student Location Preference Selection for assigned rotations	Tuesday, October 29, 2019 @ Noon
<p>Preliminary schedules (including assigned locations) will be released at 1:00pm on Tuesday, November 12 — you will receive an email at this time. Trading will be open on Tuesday, November 12, at 5:00pm</p>	
Starts: Trading of locations	November 12, 2019 @ 5:00pm
Ends: Trading of locations	November 18, 2019 @ Noon
<p>Final schedules will be released the week of December 9, 2019. Students can still make trades after the final schedules have been uploaded to OASIS. Trades must be made at least one rotation ahead of time.</p>	
<p>Clerkship Checklist Materials will be released the week of December 9th, and you will have until January 17th to complete all forms and upload them to OASIS.</p>	

CLERKSHIP YEAR INFORMATION & RECOMMENDATIONS

<i>Clerkships</i>	<i>Locations</i>
<ul style="list-style-type: none">• <i>Longitudinal Integrated Clerkship (48 weeks)</i>• <i>Family Medicine (6 weeks)</i>• <i>Pediatrics (7 weeks)</i>• <i>OB/GYN (6 weeks)</i>• <i>Surgery (7 weeks)</i>• <i>Internal Medicine (6 weeks)</i>• <i>Neurology/Outpatient (7 weeks)</i>• <i>Psychiatry (6 weeks)</i>	<ul style="list-style-type: none">• <i>Hudson Headwaters Health Network, NY</i>• <i>CVMC, Berlin, VT</i>• <i>Porter Hospital, Middlebury, VT</i>• <i>UVMMC, Burlington, VT</i>• <i>Danbury Hospital, Danbury, CT</i>• <i>Rutland Regional Medical Center, VT</i>• <i>Lewiston, ME (Family Medicine ONLY)</i>• <i>St. Mary's, West Palm Beach, FL (Pediatrics, OB/GYN, & Surgery ONLY)</i>• <i>Norwalk Hospital, Norwalk, CT</i>• <i>CVPH Medical Center, Plattsburgh, NY</i>

After each of the 6-week clerkships you will return to University of Vermont Medical Center for Bridge week (a total of 3 times). After the 6-week clerkships will be an additional week for vacation —**please see Rotation Date Document for details.**

UVMMC Placements—Just as a reminder many of the clerkships have outpatient components. When ranking UVMMC for outpatient clerkships please note the locations are across the entire state of Vermont as well as in Plattsburgh, New York. Family Medicine's UVMMC placements also include NY and ME locations as well.

Cars & Clerkships — Travel to clinical sites is a requirement of the LCOM curriculum. All students must have a valid United States driver's license and have access to a car to meet this requirement. Students completing clerkships at St. Mary's Hospital will be operating a UVM-owned vehicle and must complete the UVM Drivers Safety Course prior to doing so.

Transportation to Training Sites – The Office of Medical Student Education will purchase one roundtrip airline ticket from the campus or branch campus to West Palm Beach, Florida for clerkship students completing a clerkship rotation in West Palm Beach. No compensation will be given to students who decline the roundtrip flight for alternate travel arrangements.

Trading of Flight Groups ONLY—In order to trade flight groups—you must email Jacqueline Drouin with the trade by the deadline. Please make sure to CC the student you are trading with or we will not honor the trade. Make sure to include what flight group you are currently assigned to and what flight group you are trading into.

Subletting Apartments—The College of Medicine provides housing for students while at our affiliate locations. It is not recommended to sublet your housing while away on rotation. There have been times when there are last minute changes, thus we do not recommend that you sublet your apartment.

*** Please do not make any travel arrangements (i.e. purchase plane tickets) when you first get your final schedule – we will be sending out the specific travel dates later this winter! Traveling will need to take place on specific dates due to exam schedules and clerkship lengths.**