Clinical Shifts and Responsibilities:

12 clinical shifts
○ usually includes 2 overnight shifts and some weekend shifts
○ includes shifts on North Side (acute area), South Side (non-acute area), Fast Track, Triage (“FITT”) area, and the Pediatric ED
○ try to work with senior residents / attendings

Before first shift: review the “Basic Principals in EM” Curriculum (MMCEDR.com)

Tips while on shift:
1) Know your patient better than anyone!
2) Perform H&P, present patients to senior resident or attending, help carry out plan
3) Help write notes - ask your resident/attending for instructions
4) ** REASSESS your patient ** Keep your attending/resident up to date
5) Follow up on diagnostic results / testing
6) Perform necessary procedures
7) Help call consults / PMDs
8) Help discharge your patient - Give instructions, get signature from patient/relative

IT issues: ER IT Support (Simon) - 718-283-2509
MIS 24/7 Support Center - 718-283-6227

FAQs:
1) Where do I put my stuff?
   There are no lockers to secure personal belongings during clinical shifts. Keep valuable items with you at all times. You can ask a resident to let you into the North Side Work area (semi-secure) to drop a bag at the beginning/end of your shift
2) What do I eat?
   The easiest option is to bring food/snacks. There is a cash-only corner store (“3-in-1 Kitchen”) right across the street from the ER, open 24/7. It has coffee, soda, hot food, snacks, ATM, etc. Dunkin’ Donuts is 2 stores down. Just beyond Dunkin’ are 2 places open during the day that have good sandwiches, wraps, smoothies, and hot food as well. No one seems to know where the hospital cafeteria is, but it has Kosher options if you can find it.

EMS Ride-along (OPTIONAL):
You have the opportunity to join an ambulance crew for a day, and observe pre-hospital care of our patients. This is optional.

If interested, please email Dr. David Lobel (DLobel@maimonidesmed.org), who is the head of our ambulance department, and copy Dr. Pickens / Grace.

For more information: www.MMCEDR.com
Clinical Shifts and Responsibilities:

Shift Scheduling:

www.amion.com
Password: sparikh

1) Click icon:
2) In the MS4 EM scroll down box, select your name
3) Under “Choose month and make schedule,” choose appropriate month
4) Click “Create Schedule”
5) Your personal schedule will appear, which you can then print or save  
   Make sure to print a new schedule from online if your shifts change - an old printed version will 
   not be considered an excuse for missing a shift.

Email Dr. Pickens with any emergency scheduling conflicts. You are NOT allowed to 
switch with another student unless it is approved.

Punctuality/IlIlness/Absece:
It is YOUR responsibility to arrive to shifts and didactics on time. Make appropriate time 
allowances for transportation, weather, parking, etc. Remember, if you are not early, you 
are late! In the event of illness, please email Dr. Pickens and Grace. Inform the ED 
Attending if you need to leave the ED for any reason. Any unexcused absences will 
directly impact your overall evaluation and grade.

Attire:
Conference: professional business attire, unless you have a clinical shift following 
Clinical Shifts: scrubs with white coat or professional business attire
   You can wear your own scrubs/white coat or pick up hospital scrubs/coat 
   from the Laundry Department.

Wear your MMC ID badge at all times.
Clinical Shifts and Responsibilities:

Shift / Patient Logs:

1. **Daily Shift Log:** (submit after every shift)
   Submit within **24 hours** each shift. If you do **not** submit, it is assumed you did not go to that shift, and will result in a failing grade.

   [Shift Log Form](#)

2. **Chief complaint log:** (submit once)
   You must see at least one patient with each chief complaint during your month. Log it and turn in at the end of the month to Grace.

   - Abdominal pain
   - Acute coronary syndrome
   - Asthma / COPD
   - Diabetic ketoacidosis / hyperglycemia
   - Headache
   - Laceration
   - Orthopedic injury
   - Pediatric fever
   - Shortness of Breath
   - Traumatic injury
   - Vaginal bleeding

   [Chief Complaint Log](#)
Schedule:

1) **Medical Student Small Group Sessions and Simulation sessions:**

   **Tuesday 9am-2pm**
   9am: Small Groups
   
   965 48th Street- basement conference room
   (Backup: 4821 Fort Hamilton Parkway- basement conference room)
   11am: SIM lab
   
   948 48th Street - 4th floor, to the right off the main elevators
   
   **check the [MMCEDR.com](http://MMCEDR.com) calendar each week for the most up-to-date schedule and Required Curriculum assignments**

2) **Emergency Medicine Residency Conference:**

   **Wednesday 8am-1pm**

   You will receive an email each week with the scheduled topics and location. Common locations include:

   - Saltzman Auditorium (5th floor, Administration Building)
   - Boardroom (5th floor, Administration Building)
   - Schreiber Auditorium (2nd floor, Administration Building)
   - MMC Hall (950 49th Street, first floor)
   - Special Conferences may occur off Maimonides Grounds
Didactics:

Homework:

H&P Note: email to Dr. Pickens by the 2nd Tuesday Small Group

To work on improving your presentation organization and decision making, you will be required to hand in a copy of a patient note that you wrote on shift. Your focus should be the HPI and Assessment/Plan. Must include:
- HPI (include only pertinent Meds / ROS / SH)
- Brief pertinent Exam
- Assessment / Plan ** don’t forget this part, it is the most important!

We will discuss this during the first small group. Resources:
- PDF: http://mmcedr.com/docs/pdf/PresentingthePatient-EXAMPLE.pdf
- Video on Patient Presentation: https://emin5.com/2015/06/09/patient-presentation/
- Video on Differential Diagnosis: https://emin5.com/2016/06/05/differential-diagnosis/

Case Presentation:

1) Prepare a **Power-Point presentation** on any interesting educational case you encountered in the ED during your rotation. The first half should focus on the case as it unfolded in the ER, and the second half should discuss the key educational points and treatments of the diagnosis.
2) **No longer than 15 minutes!** (Any minutes over will be subtracted from your grade).
3) You will be assigned to present either the 3rd or 4th Tuesday of the rotation

Oral Presentation Grading Sheet (also on www.MMCEDR.com)

Final Exam:
Administered the last week of your elective, see www.MMCEDR.com for schedule.

The final exam will either be on paper or online (www.saemtests.org). During the first week of your rotation, you will receive a student ID and password to access the SAEM site to access practice tests. The test is based on general EM knowledge, not any specific lectures/topics discussed in small group or SIM.

Final Grade:

1) Completion of all shifts and attendance of lectures/didactics/procedure labs (pass/fail)
2) Faculty evaluations from shift evaluations (50%)
3) Final Exam (25%)
4) Case Presentation (15%)
5) Homework (H&P) (10%)
6) Professionalism (5%)

Exit Interviews
For those of you rotating during the Fall, we will be conducting an exit interview with you towards the end of your rotation (most likely the last Tuesday of the elective). Your elective and exit interview will be considered the equivalent to a formal interview for the program, and if you apply to our residency program, you will be ranked accordingly.

Rotation Sign-out:
By the last Friday of your rotation, you must hand in:
   To Grace:
      - Any required evaluation forms from your medical school
      - Chief Complaint Log
   To Academic Affairs:
      - Clearance form - completed
      - ID badge