

## Course-Clerkship Administrators Committee

### Meeting Notes

<b>Meeting Date: February 11, 2021</b>  <b>Meeting Time: 11 – 11:30 – Course</b> 11:30 - 12PM - Clerkship		<b>Meeting Location: Remote</b>	
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MEETING SCHEDULE										
<ul style="list-style-type: none"> <li><b>MAY 06, 2021</b></li> <li><b>AUGUST 05, 2021</b></li> <li><b>NOVEMBER 4, 2021</b></li> <li><b>FEBRUARY 3, 2022</b></li> </ul>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; padding: 5px;">Course</th> <th style="width: 50%; padding: 5px;">Clerkship</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">           Ayala, Justin*            Bishop-Jodoin, Maryann            Elliott, Deborah            Eressy, Carly            Masoud, Jennifer            Nunes, Sonia            Santucci, Michelle            Schmeidler, Maxine            Sweeney, Michael            Zollo, Christina         </td> <td style="padding: 5px;">           Baril, Jean            Burnham, Colleen*            Bennett, Terrell            Holmes, Lois*            Johns, Madeline            Lavergne, Marilyn*            Leger, Deb            Morrissey, Karen*            Rayla, Karen*            Schmeidler, Maxine*         </td> </tr> </tbody> </table>	Course	Clerkship	Ayala, Justin* Bishop-Jodoin, Maryann Elliott, Deborah Eressy, Carly Masoud, Jennifer Nunes, Sonia Santucci, Michelle Schmeidler, Maxine Sweeney, Michael Zollo, Christina	Baril, Jean Burnham, Colleen* Bennett, Terrell Holmes, Lois* Johns, Madeline Lavergne, Marilyn* Leger, Deb Morrissey, Karen* Rayla, Karen* Schmeidler, Maxine*	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="padding: 5px;">           Smith, Benjamin            Snell, Cindy*            Sulyma, Rebecca*         </td> <td style="padding: 5px;"> <b>OTHER</b>            Delaney, Andrea (IT)*            Fischer, Melissa (OUME)*            Roll, Stephen (IT)*            Welker, Jean (OUME)*            Yalamanchili, Abhi (IT)         </td> </tr> <tr> <td colspan="2" style="padding: 5px;"> <b>GUESTS</b>            Wilson, Kenith (IT)            Longo, Rachael (IT)            Chojnowski, Pawel (OUME)         </td> </tr> </tbody> </table>	Smith, Benjamin Snell, Cindy* Sulyma, Rebecca*	<b>OTHER</b> Delaney, Andrea (IT)* Fischer, Melissa (OUME)* Roll, Stephen (IT)* Welker, Jean (OUME)* Yalamanchili, Abhi (IT)	<b>GUESTS</b> Wilson, Kenith (IT) Longo, Rachael (IT) Chojnowski, Pawel (OUME)	
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Item #	Presenter	Comments/Meeting Notes
1	Group	<p><b>Introductions &amp; Welcome</b></p> <p>Introductions to new members of relevant staff, refresher for members of the group what programs everyone supports.</p> <p>Rachael Longo &amp; Kenith Wilson are new members of the Academic Instructional Design team.</p> <p>Pawel Chojnowski is a new member of the OUME staff as an Educational Specialist; programs and courses TBD.</p>

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2	Melissa Fischer	<p><b>Institutional Updates</b></p> <p>The foundational years before the students get to the clerkships have come back to face to face for clinical and simulation. Our expectation is that for the clerkships, things will probably be pretty much the same, which means that any sort of large group activity is more likely to be remote. That really does depend on how the numbers continue to change over the next few months. While we are really pleased that things are heading in the right direction, there are also coronavirus variants that are being seen and we simply do not know what the rate of infection will be when those become more common. It seems so far that the current vaccines, at least those that were giving at UMass - the Pfizer and Moderna vaccines - are mostly effective in decreasing severe disease and disease transmission. We really do not know what will happen when more people have these variant virus strains. It is something that we look at on a multiple times weekly basis and make decisions about at least once a week, so while ever developing, more information will be coming.</p>
3	Gail March Cohen	<p><b>Clerkship Activities in the OASIS Database</b></p> <p>Gail March Cohen presents on the updated process of collecting event data for the OASIS Database, including what information should be included and the means of collecting said information. Presentation attached.</p> <p>Many of you are familiar with this process as you participated last year. For reference, this is what the June OASIS Calendar may look like (sharing screen of <a href="#">Public OASIS calendar</a>). It got pretty congested with lots of activities. When this was discussed in the Clerkship Directors Committee meeting this Monday, we decided that we wanted to list only the events that all students attend when planning for next year. So, you will all receive a copy of this table populated with some suggestions for each of your clerkships. Please list the important events that you know of and enter them. I need a date, time, for each one of the events in order to post it and any additional information you can give it would be terrific. Acknowledging that everything changes, we do need a framework for students in the beginning of the year so they can plan, and other faculty and staff can also plan the year about other events. I would really appreciate to have this before March 15th.</p> <p>Also, I wanted to tell you that I have created a clerkship directors committee Teams site and I added all of you to the site. The Teams site will contain the CDC minutes and any of our working files. Please let me know if you cannot access it. When I send out the table, I will send out a direct link for it. You can upload your table of clerkship activities directly to Teams or you can send it to me at <a href="#">my email</a>.</p> <p>If you have any questions, feel free to email them to me (Gail March Cohen). We really appreciate your putting the effort into it so that we can get that into OASIS.</p> <p><b>Question (RE: Family Medicine):</b> I'm just curious, as my students do one day of didactic which I'm aware of and you know, we'll send that to the calendar, but do they realize that they're going to do four days a week ambulatory care? Do I need to put that on the calendar?</p> <p><b>Response:</b> No, so that's a good question Karen, and that would not go on the calendar. However, at the same meeting we did have a conversation about trying to get that information more concretely into the Transition to CCE (the transition of core clinical experiences). We have already reached out to Dave Hatem &amp; Nasim Gorji who oversee that, and they're going to work to ensure that there are, you know, one or two slides in their information that specifically outline the structure of the clerkship. So, for Family Medicine Karen you might</p>

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		<p>say four days a week in ambulatory medicine clinic, one day of didactic. We won't be able to tell you what time you might have as administrative time until you are matched to your ambulatory site. That will happen sometime, you know up to the day that the clerkship begins. A number of questions come from students about whether the schedules could go out earlier and we said they really can't because there are so many changes in the clinical sites, particularly for ambulatory. However, this kind of overview we can try and make available earlier.</p> <p><b>Question:</b> Should the transition and interstitials be part of this?</p> <p><b>Response:</b> Yes, the core curriculum is what we're looking for. The electives will not be included. In this table, or anything in the OASIS database.</p> <p><b>Question:</b> Will the PURCH students be able to see that on their OASIS calendars? If they're enrolled in a Baystate version of the course, does that enrollment have anything to do with what they will see on OASIS?</p> <p><b>Response:</b> If the students are registered in a separate PURCH clerkship, then that should be able to feed into OASIS and we should be able to capture the PURCH-specific information there if it's different. So, we should definitely look at that possibility with regards to what students can see. The screenshot that Gail showed early on is the public screenshot, so that's every piece of information for every clerkship. That's not what the students see if they click on the 'see my schedule only' option. If they click on 'see my schedule only' it will give them each their one kind of cycle through each of the clerkships and so it's much simpler looking. If you want to see a schedule for something that you are not specifically enrolled in, you can look at the public version and then you would see what's happening in all the others.</p> <p><b>Secondary question:</b> Justin, do you know where they registered separately through PeopleSoft in a PURCH clerkship?  I wasn't sure how they were noted in PeopleSoft, like what the course numbers or course codes were when someone is assigned at Baystate. So, I'm not 100% sure on that Melissa, but I don't think that we are going to be varying from the Worcester based clerkship dates, much if at all next year.</p> <p><i>Action item:</i> Find out how PURCH clerkships are entered into PeopleSoft, as PeopleSoft feeds OASIS.</p>
3	Group	<p><b>Q &amp; A</b></p> <p><b>Question:</b> I have a question about the lottery where they're going to be changes with the lottery this year for the third year?</p> <p><b>Response:</b> Carly to follow up with Justine Cameron – information included in the attached PowerPoint slide deck – 'AS &amp; CCE Enrollment'. Any additional questions can be directed to <a href="#">Justine</a> directly.</p>