

Five minute briefing

for Residents & Fellows starting rotations with Year 3 clinical clerks

This briefing is meant to be done by discipline clinical clerk site leaders or admin staff supporting the clerkship at the site.

- daily/weekly routine of the clinical clerks on that service
- preceptors & key people to contact if questions, issues related to medical students
- schedule of formal teaching sessions provided to the clinical clerks during the rotation & expectations
- what role the residents/fellows play in teaching on that service on work rounds, clinics, OR, etc.
- provide pocket cards containing the clerks' "must see" patient encounters, "must do" procedures plus key set of knowledge objectives/"should see", "should do" for that rotation
 - explain what clerks need to do to pass the rotation
 - explain how residents/fellows can help clerks in achieving these objectives such as weekly check with clerks to see what encounters or procedures haven't been seen/done yet
 - explain where residents/fellows can get a replacement card if they lose theirs
- how clerks are assessed on your rotation (specific methods for this rotation eg. NBME exam, mini-CEX – and if possible, show them the forms used, etc.)
 - role of residents/fellows in assessment
- forms used by students to give feedback to residents/fellows on teaching (new)
 - who completes the forms (students do)
 - how residents/fellows will/can get feedback on their teaching (their program directors)