



**Internal Medicine Clerkship
Site Description
Edward Hines, Jr. VA Hospital**

Location	<p>Edward Hines, Jr. VA Hospital: 5000 5th Ave, Hines, IL 60141 Office of Medical Education: Bldg 200 Rm. 1479 Click here for VA map</p>
Contacts	<ul style="list-style-type: none"> • Medicine Clerkship Site Directors: • Amit Dayal, MD <ul style="list-style-type: none"> ○ Pager 708-988-0255; amit.dayal@va.gov • David Smith, MD <ul style="list-style-type: none"> ○ Pager 708-988-8720; David.smithda3fb@va.gov • Medical Student Coordinator: Lisa Ann S. Harder-Barretto <ul style="list-style-type: none"> ○ (708)202-8387 ext. 27062; Lisaann.harder-barretto@va.gov • Adpac (Clinical Informatics): LaWanda Urquhart <ul style="list-style-type: none"> ○ (708)202-8387 ext. 24564; Lawanda.Urquhart@va.gov
Parking	<ul style="list-style-type: none"> • The NORTH or A lot in areas not demarcated for patients only • The Gravel lot is now only set up for employees! Don't park unless you have a tag • Lots E,D,C,B,SCI while convenient in appearance are designated for patients/visitors and will potentially result in a ticket. • Get a Employee TAG! Its free and easy lets you park in EMPLOYEE designated parking • Registration Times/Locations: Building 17, Room 117: Monday–Friday, 8:00–11:00 AM or 1:00–4:00 PM; or Police Dispatch (Building 1, Room F108G): Outside of standard registration hours
Reporting Time & Location	<ul style="list-style-type: none"> • Please arrive at the time designated in the E-mail received from the clerkship coordinator (Ortiz) • Orientation is on the 14th floor of building 200 (main tower) in room 1492. • Daily reporting time is generally daily at 6am in your designated work room (to be assigned at orientation) on the 14th floor of bldg. 200
Orientation & Badge	<ul style="list-style-type: none"> • Orientation is conducted on the first day of the rotation in 1492 at the specified time (email) it is conducted by the clerkship coordinator (dayal / smith) • Please ensure timely completion of all the provided training modules, fingerprinting and onboarding prior to your rotation – specifically this needs to be completed prior to the indicated timeline (refer onboarding emails which are sent in advance) • Failure to complete expected on-line and fingerprinting will result in a delay or ineligibility to start, and potentially not being able to rotate at Hines VA • Your PIV card appointment will be generated by the Hines Department of Medicine, date tbd. • PIV card is not necessary for computer functionality provided onboarding is completed per timeline
Dress Code	<ul style="list-style-type: none"> • Students should wear scrubs/professional attire with their white coats. Clothing should not be revealing or scanty. Open-toed shoes or sandals are not acceptable. • ID Badges are to be worn at all times (Loyola ID / PIV card) • Please bring stethoscope at a minimum, smart phone
Meals	<ul style="list-style-type: none"> • The resident work rooms have a fridge for storage of perishable food items, there is access to a microwave as well. • The chief resident has limited snacks and coffee. • The VA has a fully functional cafeteria in building 1 (designated 45 refer to map) Closes after 2pm

	<ul style="list-style-type: none"> • The VA has a “Patriot Store” which offers several dry and perishable items. Next to Cafeteria in bldg. 45 on map Closes at 4P • The VA has 2 Fresh Farm vending machines on the first-floor bldg. 1 in the F lobby, the other is near the main entrance to the hospital in bldg. 200. • There is a non-branded Coffee shop in the main lobby bldg. 200 which serves Starbucks coffee/snacks. • There are some vending machines on the 2nd floor, 7th floor, 8th floor and 9th floor. • Multiple water filtration units are scattered throughout the wards and hospital to allow easy access to filtered purified water. 																					
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Security	<ul style="list-style-type: none"> • Edward Hines Jr VA Medical Center has a federal police unit on campus, the extension is ext. 23210 																					
Storage/Locker Location	<ul style="list-style-type: none"> • Each General Medicine Team Rooms has accessible small lockers with keys (no personal lock is needed) 																					
Lactation Rooms	<ul style="list-style-type: none"> • 24-hour centers: Bldg. 1 room D426, Bldg. 200 room 853, Bldg. 228 room 4014A • Restricted hours 7am-430pm: Bldg. 200 room 1276, 																					
Study/Rest Area	<ul style="list-style-type: none"> • There is a Wellness room on the 8th floor, each of the work room affords the trainee their own computer and desk space. Most rooms have a communal worktable as well. 																					
Call Rooms	<ul style="list-style-type: none"> • There are call rooms for overnight residents/fellows/staff. The students will not need to access these rooms, work rooms are sufficient. 																					
Information Technology Resources	<ul style="list-style-type: none"> • There is a WiFi – SSID: Guest-VA Password: Welcome1 • Computers are Windows Based, all have access to the Web, Xcel, Word, Power point etc • Chart type is CPRS. • Teams is online communication system used at HVAMC. • Mass Storage devices are NOT accessible on VA devices – this includes Google docs, thumb drives etc. • Uptodate, NEJM, PubMed are readily available online at the VA (there are many journals freely accessible through the VA) 																					

<p>Site/Rotation Description</p>	<ul style="list-style-type: none"> • <u>Inpatient Team Structure</u>: There are five General Medicine services that third year students can rotate on. Each team is comprised of a second or third-year senior resident and two interns. Typically, two third-year internal medicine students will be placed on each service. Each team is staffed by a dedicated Internal Medicine hospitalist. Attendings will complete one or two weeks of service at a time. Each team also has a PCC (patient care coordinator), a Social Worker and most teams have an embedded PharmD. There are generally 1-3 sub interns rotating on the general medicine service at any given time. • <u>Inpatient Expectations</u>: Students are expected to carry at minimum two patients (depending on service roster) and participate in all daily care activities for these patients. These tasks include pre-rounding, presenting the patient on rounds, leading care conversations at the bedside, writing notes, calling consults, and participating in any other required aspect of patient care. Students may have the opportunity to place orders, present and social work rounds, participate in procedures, or watch a variety of procedures depending on patient care needs. • <u>Call</u>: Each team has a designation on the call cycle. Teams are : Protected, Overflow Admissions, Short Early Admissions, Short Late Admissions and Late Admission. This will be communicated at the start of the rotation to the students. There is a swing-shift resident to assist with later admissions to give the teams an equal chance to leave at a reasonable hour on Late Admitting. • <u>Weekends</u>: Students are expected to work six days per week; the chosen weekend day will be determined on the clerkship by the student and his or her team. Weekday work hours are typically 6am to 3-5pm pending work needs. Weekend work hours are typically a bit shorter from 6am to 12-1pm, but this may vary depending on work needs. • <u>Evaluations + Feedback</u>: Students will be evaluated collectively by their teams at the two week and four-week mark. This evaluation process is done electronically, and teams are provided student QR codes by the Site Director • <u>Documentation</u> – Daily notes are cosigned to the Attending only NOT senior resident/interns. Any unsigned notes need to be deleted at the end of each day. The medicine residents will also place a full note in the patient’s chart.
<p>Exposure to an Infectious or Environmental Hazard</p>	<ul style="list-style-type: none"> • Patient rooms have clear signage for respiratory, contact, neutropenic concerns. Please follow expected protocols • It is hospital policy to use hand sanitizer entering and leaving patient rooms. • Hand washing with SOAP and warm water when concern for C. Diff infections. • Exposure to Infectious disease should be discussed with Senior Resident and Attending • Urgent Environmental exposures need to be seen in the emergency room asap, discuss with the team ASAP.
<p>Access to Health Care Services</p>	<ul style="list-style-type: none"> • If you have a health concern, please email the IM clerkship team at Loyola; please also update your Hines site clerkship director.
<p>Disaster Preparedness</p>	<ul style="list-style-type: none"> • Alarm Codes • All clear: 5555 • CPRS Down: 2222 • Disaster: 9999 • Tornado: 7777 • Emergency Numbers • Code Blue: 23200 • Fire or Emergency: 22323 • EMS: 21679 • FMS/Engineering: 21140 • VA Police: 23210 • OI&T: 44357
<p>Wellness Center</p>	<p>Bldg. 200 8th floor ward has a wellness room with a massage chair. There is a fully functional chapel C101 in bldg. 200</p>

