

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

<b>Location</b>	Edward Hines, Jr. VA Hospital: 5000 5th Ave, Hines, IL 60141 Office of Medical Education: Bldg. 200 Rm. 1479 <a href="#">Click here for VA map</a>
<b>Contacts</b>	<ul style="list-style-type: none"> <li>Neurology Clerkship Site Director:</li> <li>David Kvarnberg, MD (708) 408–3632 <a href="mailto:david.kvarnberg@va.gov">david.kvarnberg@va.gov</a></li> <li>Medical Student Coordinator: Sharita Jennings <ul style="list-style-type: none"> <li>(708)202-8387 ext. 22844; <a href="mailto:sharita.jennings@va.gov">sharita.jennings@va.gov</a></li> </ul> </li> <li>Adpac (Clinical Informatics): Sharita Jennings <ul style="list-style-type: none"> <li>(708)202-8387 ext. 22844; <a href="mailto:sharita.jennings@va.gov">sharita.jennings@va.gov</a></li> </ul> </li> </ul>
<b>Parking</b>	<ul style="list-style-type: none"> <li>The NORTH or A lot in areas not demarcated for patients only</li> <li>The Gravel lot is now only set up for employees! Don't park unless you have a tag</li> <li>Lots E,D,C,B,SCI while convenient in appearance are designated for patients/visitors and will potentially result in a ticket.</li> <li>Get a Employee TAG! Its free and easy lets you park in EMPLOYEE designated parking</li> <li><b>Registration Times/Locations:</b> 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</li> </ul>
<b>Reporting Time &amp; Location</b>	<ul style="list-style-type: none"> <li>Please arrive at the time designated in the E-mail received from the clerkship coordinator (Maureen Flaherty)</li> <li>Orientation is on the 14<sup>th</sup> floor of building 200 (main tower) in room 1404.</li> <li>Daily reporting time is generally daily at 7am in your designated work room (to be assigned at orientation) on the 14<sup>th</sup> floor of bldg. 200</li> </ul>
<b>Orientation &amp; Badge</b>	<ul style="list-style-type: none"> <li>Orientation is conducted on the first day of the rotation in 1404 at the specified time (email) it is conducted by the clerkship coordinator (Jennings)</li> <li>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)</li> <li>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</li> <li>Your PIV card appointment will be generated by the Hines Department of Medicine, date TBD.</li> <li>PIV card is not necessary for computer functionality provided onboarding is completed per timeline</li> </ul>
<b>Dress Code</b>	<ul style="list-style-type: none"> <li>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.</li> <li>ID Badges are to be worn at all times (Loyola ID / PIV card)</li> <li>Please bring a reflex hammer at a minimum, smart phone</li> </ul>
<b>Meals</b>	<ul style="list-style-type: none"> <li>The VA has a fully functional cafeteria in building 1 (designated 45 refer to map) Closes after 2pm</li> <li>The VA has a “Patriot Store” which offers several dry and perishable items. Next to Cafeteria in bldg. 45 on map Closes at 4P</li> <li>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.</li> <li>There is a non-branded Coffee shop in the main lobby bldg. 200 which serves Starbucks coffee/snacks.</li> <li>There are some vending machines on the 2<sup>nd</sup> floor, 7<sup>th</sup> floor, 8<sup>th</sup> floor and 9<sup>th</sup> floor.</li> <li>Multiple water filtration units are scattered throughout the wards and hospital to allow easy access to filtered purified water.</li> </ul>

<b>Conferences/Location</b>	<b>Name</b>	<b>When</b>	<b>Location</b>
	Grand Rounds	Friday 12-1	Loyola SSOM rm 170
	Student CQC, Lectures and Orientation	Refer to Clerkship email that has been provided	1404 bldg. 200 or at Loyola SSOM
	Resident Noon Conference - check for applicability	Monday & Wednesday at 12:15	Virtual
	Student Didactic at the medical school	Tuesday 1pm	SSOM
<b>Security</b>	<ul style="list-style-type: none"> <li>Edward Hines Jr VA Medical Center has a federal police unit on campus, the extension is ext. 23210</li> </ul>		
<b>Storage/Locker Location</b>	<ul style="list-style-type: none"> <li>The neurology resident work room has accessible small lockers with keys (no personal lock is needed)</li> </ul>		
<b>Lactation Rooms</b>	<ul style="list-style-type: none"> <li>24-hour centers: Bldg. 1 room D426, Bldg. 200 room 853, Bldg. 228 room 4014A</li> <li>Restricted hours 7am-430pm: Bldg. 200 room 1276,</li> </ul>		
<b>Study/Rest Area</b>	<ul style="list-style-type: none"> <li>The neurology resident work room (1404) has space for the trainee to have their own computer and communal worktable.</li> </ul>		
<b>Call Rooms</b>	<ul style="list-style-type: none"> <li>There are call rooms for overnight residents/fellows/staff. The students will not need to access these rooms, work rooms are sufficient.</li> </ul>		
<b>Information Technology Resources</b>	<ul style="list-style-type: none"> <li>There is a WiFi – SSID: Guest-VA Password: Welcome1</li> <li>Computers are Windows Based, all have access to the Web, Xcel, Word, Power point etc</li> <li>Chart type is CPRS.</li> <li>Teams is online communication system used at HVAMC.</li> <li>Mass Storage devices are NOT accessible on VA devices – this includes Google docs, thumb drives etc.</li> <li>Uptodate, NEJM, PubMed are readily available online at the VA (there are many journals freely accessible through the VA)</li> </ul>		
<b>Site/Rotation Description</b>	<ul style="list-style-type: none"> <li><u>Inpatient Team Structure:</u> There is a combined neurology inpatient/consult team that third year students can rotate on. Each team is comprised of a neurology resident, medicine resident, and a psychiatry resident. The team is staffed by a neurology attending. Attendings will complete one or two weeks of service at a time. The team also has a PCC (patient care coordinator), and a Social Worker.</li> <li><u>Inpatient Expectations:</u> Students are expected to carry one-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.</li> <li><u>Expected work hours:</u> M-F 7am-4pm. There is no after hours call expectation, or weekend duty.</li> <li><u>Evaluations + Feedback:</u> Students will be evaluated by the Attending that they worked most with at the two week and four-week mark. This evaluation process is done electronically, and the students should provide the attending with the evaluation form via email.</li> <li><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 residents will also place a full note in the patient's chart.</li> </ul>		
<b>Exposure to an Infectious or Environmental Hazard</b>	<ul style="list-style-type: none"> <li>Patient rooms have clear signage for respiratory, contact, neutropenic concerns. Please follow expected protocols</li> </ul>		

	<ul style="list-style-type: none"> <li>• It is hospital policy to use hand sanitizer entering and leaving patient rooms.</li> <li>• Hand washing with SOAP and warm water when concern for C. Diff infections.</li> <li>• Exposure to Infectious disease should be discussed with Senior Resident and Attending</li> <li>• Urgent Environmental exposures need to be seen in the emergency room asap, discuss with the team ASAP.</li> </ul>
<b>Access to Health Care Services</b>	<ul style="list-style-type: none"> <li>• If you have a health concern, please email the Neurology clerkship team at Loyola; please also update your Hines site clerkship director.</li> </ul>
<b>Disaster Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Alarm Codes</b></li> <li>• All clear: 5555</li> <li>• CPRS Down: 2222</li> <li>• Disaster: 9999</li> <li>• Tornado: 7777</li> <li>• <b>Emergency Numbers</b></li> <li>• Code Blue: 23200</li> <li>• Fire or Emergency: 22323</li> <li>• EMS: 21679</li> <li>• FMS/Engineering: 21140</li> <li>• VA Police: 23210</li> <li>• OI&amp;T: 44357</li> </ul>
<b>Wellness Center</b>	<p>Bldg. 200 8<sup>th</sup> floor ward has a wellness room with a massage chair.</p> <p>There is a fully functional chapel C101 in bldg. 200</p>

