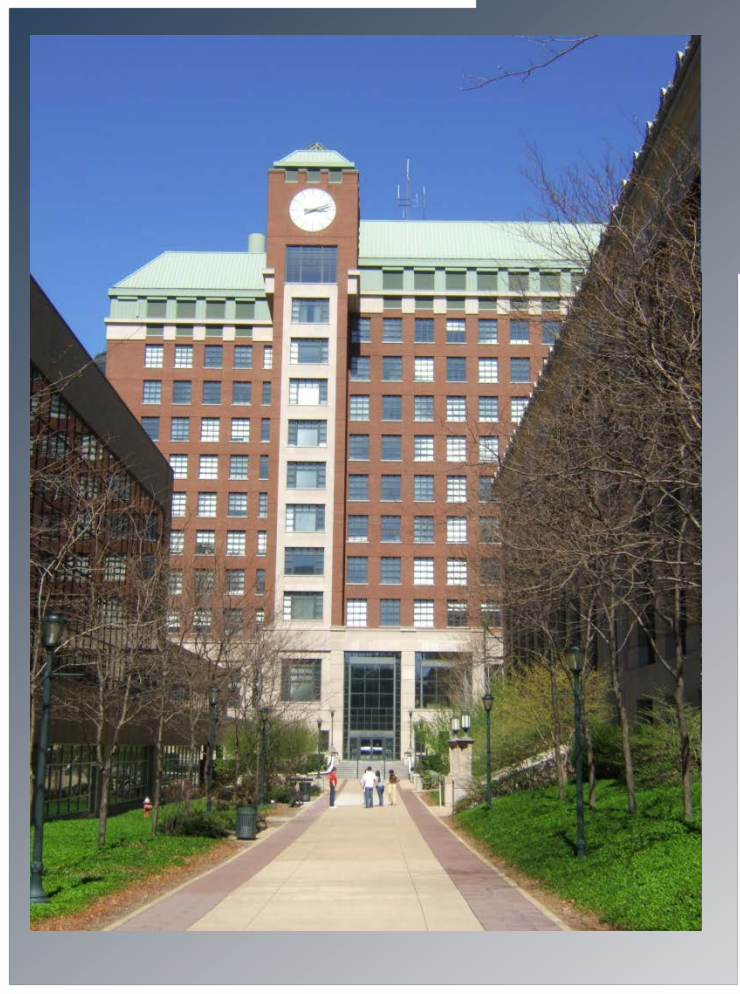




Career Planning: What's Next? An Overview

Class of 2019 Meeting

January 19, 2018
Offices of Student Affairs,
Registrar, and Curriculum



SCHOOL OF MEDICINE

CASE WESTERN RESERVE
UNIVERSITY

Agenda

Overview of 4th year

Society Deans

- Intro
- Match Timeline
- Clinical Calendar
- Graduation Requirements

Assistant Dean for Clinical Education - Dr. Susan Padrino

- Elective and AI Policy
- Evaluation
- Professionalism

SOM Registrar's Office

- AI and Elective requirements
- Scheduling Elective Rotations
- CAS
- Away and International

AI and Program Directors' Panel



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Career Advising Curriculum

M1



Class meetings

- Orientation (July)
- Research and credentialing
 - ◊ agenda includes shadowing & making faculty contacts (Sept)

Meetings with Society Dean (SD)

- Block 1: One-on-one, establishing personal, academic and career advising relationship; Case format CV
- Block 2: Professional Learning Plan (PLP) group meetings
- Block 3: PLP group meetings
- Block 4: One-on-one, staying on track; identifying advising needs; support for competitive research opportunities; identifying specialty mentors

Student Affairs (SA) Workshops

- Career decisions: M4 Panel/intro to AAMC [QM](#) tools (Dec)

Related Offerings

- Specialty career nights (Aug-Feb)
- Legow Day—student research presentations (Sept)
- Summer research orientation (Dec-early Jan)
- M4 matched student panels by specialty (March-April)

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [Careers in Medicine \(CIM\)](#)

M2



Class meetings

- Welcome back/orientation to year 2 (Aug)
- Planning for third year—how lottery works (Sept)
- Transition to the wards with M4 panel (Jan)

Meetings with SD

- Block 5: PLP group meetings
- Block 6: One-on-one, identifying needs for clinical years; support for competitive research opportunities; identifying specialty mentors

SA Workshops

- Career decisions: M4 Panel/intro to AAMC [QM](#) tools (Dec)

Related Offerings

- Specialty career nights (Aug-Feb)
- Legow Day—student research presentations/posters (Sept)
- M4 matched student panels by specialty (March-April)

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [CIM](#)

M3



Class meetings

- Electives & AIs, Match Timeline (Jan)
- MSPE/ERAS (Feb)
- ERAS 2.0 (June)

Meetings with SD

- Mid Year 3 check in/planning fourth year; identifying specialty mentors (Oct-Nov)
- Support for research opportunities

SA Workshops

- Couples Match panel (late March)

Related Offerings

- M4 matched student panels by specialty (March-April)

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [CIM](#)

M4



Class Meetings

- Graduation exit class meeting (May)

Meetings with SD

- Residency application/identifying specialty mentors/MSPE 1
- Residency application/MSPE 2
- MSPE 3
- Residency Application Progress Surveys (Oct, Nov, Dec, Jan)

SA Workshops

- SWI prep (with specialty faculty) (June)
- Personal statement writing workshops (June-Aug)
- Interviewing workshops (Sept-Oct)

Related Offerings

- Department-based applicant meetings/individual advising

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [CIM](#)



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Office of Student Affairs & Academic Societies
societydeans@case.edu



M3

Class meetings

- Electives & AIs, Match Timeline (Jan)
- MSPE/ERAS (Feb)
- ERAS 2.0 (June)

Meetings with SD

- Mid Year 3 check in/planning fourth year; identifying specialty mentors (Oct-Nov)
- Support for research opportunities

SA Workshops

- Couples Match panel (late March)

Related Offerings

- M4 matched student panels by specialty (March-April)

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [GiM](#)



M4

Class Meetings

- Graduation exit class meeting (May)

Meetings with SD

- Residency application/identifying specialty mentors/MSPE 1
- Residency application/MSPE 2
- MSPE 3
- Residency Application Progress Surveys (Oct, Nov, Dec, Jan)

SA Workshops

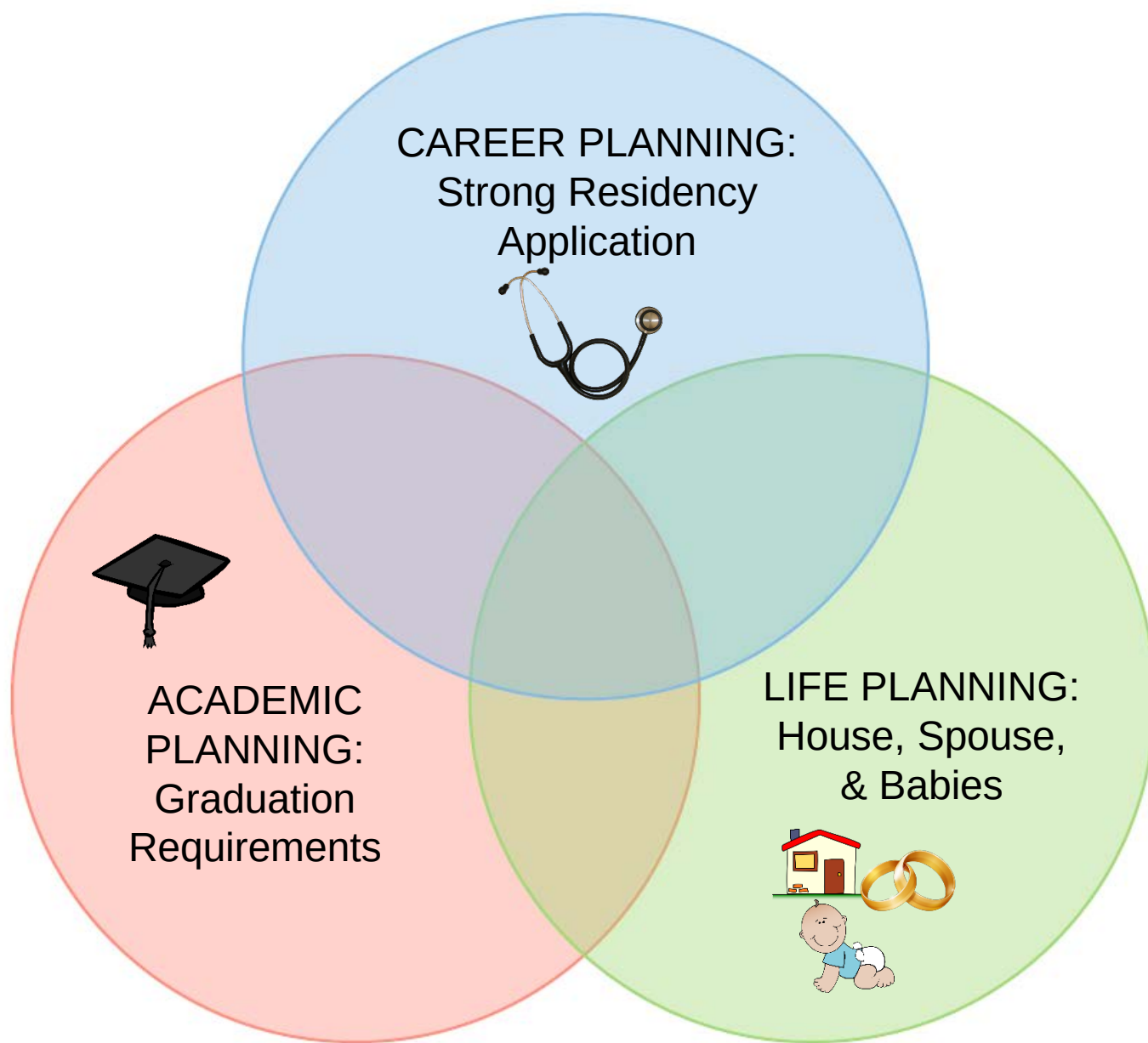
- SVI prep (with specialty faculty) (June)
- Personal statement writing workshops (June-Aug)
- Interviewing workshops (Sept-Oct)

Related Offerings

- Department-based applicant meetings/individual advising

Online Resources:

- Student Affairs Residency Roadmap
- AAMC [GiM](#)



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Class of 2019 Match Timeline (University Program)	
Year 2	
September 2016	Begin planning what happens after the end of block 6: Class Meeting to make choices about March-July 2016 (Step I, research block, early clinical rotations)
October 2016	Order of core clinical rotations are assigned. Student switches until 11/16/16
November 16, 2016	Lottery for early (March-July 2017) clinical core rotations.
January 2017	Submit preferences for sites of clinical core rotations, assignments occur 8 weeks before the start of the core with a 1 week period for student switches
February 27, 2017	Block 6 ends; NBME Exam on 2/28/17
March- July 2017	Options: USMLE Step I, Research block, early clinical core
June 26, 2017	Bridge week: transition to full time clinical work
Year 3	
July 2017-June 2018	Clinical Cores 1-4, research/flexible time
December 31, 2017	Deadline for taking USMLE Step 1
January 2018	Class Meeting about scheduling AIs and Electives
February 1, 2018	Scheduling starts for AIs & Electives that begin in July will begin on Feb. 1 st
Dec 2017-Feb 2018	Visiting Student Application Service (VSAS) opens
Spring/Summer 2018	- Class Meeting to explain MSPE, CSE, and ERAS (February) - Specialty Choice: Careers in Medicine, CWRU Roadmap to Residency - Individual meeting with your Society Dean to discuss 4th-year and career planning (March/April/May) - Update your curriculum vitae (CV); preparation for Electronic Residency Application Service (ERAS) application and to give to your letter of recommendation writers - Medical Student Performance Evaluation (MSPE) preparation, starting in March - Personal Statement workshops, Interviewing workshops
Spring-Fall 2018	Register for Early Match Specialties (Ophthalmology , Urology) and Military Matches
Mid-April 2018	ERAS token (special code) distributed via email from registrar; start working on your myERAS application
June 2018	Third year ends for most students
Year 4	
September 15, 2018	Submit ERAS Application. Students may start applying to specific programs and programs may contact individual applicants via ERAS for interviews
September 15, 2018	Register with National Residency Matching Program (NRMP) for the Main Residency Match (Registrar will notify students)
October 1, 2018	MSPE distributed to Programs
October 2018	Residency Interviews Start
November 1, 2018	Deadline for taking USMLE Step 2 CS (University Program)
November 30, 2018	NRMP registration deadline. \$50 fee afterwards
Mid-December 2018	Military Match
January 2019	Ophthalmology Match (SF Match) rank list due early-January, results mid-January
January 2019	Urology Match : rank list due early-January, results mid-January
January 15, 2019	Main Residency Match applicants and programs may start entering their rank order lists in NRMP at 12:00pm ET
January 31, 2019	Deadline for taking USMLE Step 2 CK (University Program)
February 28, 2019	Deadline for submitting MD Thesis
End-January 2019	Residency Interviews End
Late February 2019	Final NRMP Rank Order Lists due for applicants and programs before 9:00pm ET
March 11, 2019 *	SOAP (Supplemental Offer and Accept Program) Begins
March 15, 2019 *	Match Day
April – May 2019	Sign the contract with your residency program
May 19, 2019	Medical School Graduation
Late June 2019	Residency begins

* Projected Soap & Match dates based on current Match scheduling criteria

Clinical Rotation Calendar July 2018-June 2019

	BASIC CORES 1, 2	BASIC CORES 3, 4	3 rd / 4 th YEAR AI's / ELECTIVES	
07/02/18-07/06/18	Rotation 1	Rotation A	07/02/18-07/06/18	BLOCK 1 A B
07/09/18-07/13/18			07/09/18-07/13/18	
07/16/18-07/20/18			07/16/18-07/20/18	
07/23/18-07/27/18			07/23/18-07/27/18	
07/30/18-08/03/18			07/30/18-08/03/18	BLOCK 2 A B
08/06/18-08/10/18	08/06/18-08/10/18			
08/13/18-08/17/18	08/13/18-08/17/18			
08/20/18-08/24/18	08/20/18-08/24/18			
08/27/18-08/31/18		08/27/18-08/31/18	BLOCK 3 A B	
09/03/18-09/07/18	Rotation B	09/03/18-09/07/18		
09/10/18-09/14/18		09/10/18-09/14/18		
09/17/18-09/21/18		09/17/18-09/21/18		
09/24/18-09/28/18		09/24/18-09/28/18	BLOCK 4 A B	
10/01/18-10/05/18		Rotation 2		10/01/18-10/05/18
10/08/18-10/12/18	10/08/18-10/12/18			
10/15/18-10/19/18	10/15/18-10/19/18			
10/22/18-10/26/18	10/22/18-10/26/18		BLOCK 5 A B	
10/29/18-11/02/18	Rotation C			10/29/18-11/02/18
11/05/18-11/09/18		11/05/18-11/09/18		
11/12/18-11/16/18		11/12/18-11/16/18		
11/19/18-11/23/18		11/19/18-11/23/18	BLOCK 6 A B	
11/26/18-11/30/18				11/26/18-11/30/18
12/03/18-12/07/18	12/03/18-12/07/18			
12/10/18-12/14/18	12/10/18-12/14/18			
12/17/18-12/21/18	12/17/18-12/21/18		BLOCK 7 A B	
12/24/18-12/28/18	WINTER BREAK			12/24/18-12/28/18
12/31/18-01/04/19				12/31/18-01/04/19
01/07/18-01/11/19	Rotation 3	Rotation D		01/07/18-01/11/19
01/14/19-01/18/19			01/14/19-01/18/19	
01/21/19-01/25/19			01/21/19-01/25/19	
01/28/19-02/01/19			01/28/19-02/01/19	
02/04/19-02/08/19				02/04/19-02/08/19
02/11/19-02/15/19	02/11/19-02/15/19			
02/18/19-02/22/19	02/18/19-02/22/19			
02/25/19-03/01/19	02/25/19-03/01/19			
03/04/19-03/08/19	Break	03/04/19-03/08/19		BLOCK 10 A B
03/11/19-03/15/19		Rotation E	03/11/19-03/15/19	
03/18/19-03/22/19			03/18/19-03/22/19	
03/25/19-03/29/19			03/25/19-03/29/19	
04/01/19-04/05/19			04/01/19-04/05/19	BLOCK 11 A B
04/08/19-04/12/19	Rotation 4		04/08/19-04/12/19	
04/15/19-04/19/19		04/15/19-04/19/19		
04/22/19-04/26/19		04/22/19-04/26/19		
04/29/19-05/03/19		04/29/19-05/03/19	BLOCK 12 A B	
05/06/19-05/10/19		Rotation F		05/06/19-05/10/19
05/13/19-05/17/19	05/13/19-05/17/19			
05/20/19-05/24/19	05/20/19-05/24/19			
05/27/19-05/31/19	05/27/19-05/31/19			
06/03/19-06/07/19			06/03/19-06/07/19	BLOCK 13 A B
06/10/19-06/14/19		06/10/19-06/14/19		
06/17/19-06/21/19		06/17/19-06/21/19		
06/24/19-06/28/19		06/24/19-06/28/19		
07/01/19-07/05/19			07/01/19-07/05/19	

OFFICIAL AUDIT CHECKLIST FOR GRADUATION REQUIREMENTS**Official Audit DUE no later than March 15, 2018**

Date: _____

Student Name: _____

List 2- and 4-week CLINICAL ELECTIVES	# of weeks	Course Code and Title of Elective	Site	Block # (or specify dates)
Acting Internship #1	4			
Acting Internship #2	4			
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
Clinical Elective				
SUBTOTAL Clinical		Clinical Weeks = 30 weeks (minimum)		
List 2- and 4-week ADDITIONAL ELECTIVES	# of weeks	Course Code and Title of Elective	Site	Block # (or specify dates)
Additional Elective				
Additional Elective				
Additional Elective				
Additional Elective				
SUBTOTAL Additional		Additional Electives = 8 weeks* *In general, students who start 2- and 4-week electives in July of Year 4 will have 8-weeks of remaining time to complete additional electives by May 4, 2018. Students must participate in meaningful activity at all times.		
VACATION	6	Vacation = 6 weeks (not on transcript)		
TOTAL WEEKS (Final MD Year Only)	44	30 (Clinical) + 8 (Additional) + 6 (Vacation) = 44 weeks		
Additional Requirements for Graduation: USMLE Step 1 (December 31 st of 3 rd year) CWRU Clinical Skills Exam USMLE Step 2 Clinical Skills (completed by November 1, 2017) USMLE Step 2 Clinical Knowledge (completed by January 31, 2018) Research Block (16-weeks) MD Thesis (due February 28, 2018)				

PLEASE ATTACH AN UNOFFICIAL, UPDATED COPY OF YOUR TRANSCRIPT FROM SIS.

Be aware that clinical credit is 1.5 for 2-week rotations and 3.0 for 4-week rotations. Credits may vary for other courses.

4th Year Planning Spreadsheet

Block		Start Date	End Date	Course Code	Elective Name	# of Weeks			Notes
						C	N-C	V	
Block 1	A	07/02/18	07/13/18						
	B	07/16/18	07/27/18						
Block 2	A	07/30/18	08/10/18						
	B	08/13/18	08/24/18						
Block 3	A	08/27/18	09/07/18						September 15, 2018 - ERAS Application Submission
	B	09/10/18	09/21/18						
Block 4	A	09/24/18	10/05/18						October 1, 2018 - MSPE Released
	B	10/08/18	10/19/18						
Block 5	A	10/22/18	11/02/18						
	B	11/05/18	11/16/18						
Block 6	A	11/19/18	11/30/18						
	B	12/03/18	12/14/18						
Block 7	A	12/17/18	12/28/18						
	B	12/31/18	01/11/19						
Block 8	A	01/14/19	01/25/19						
	B	01/28/19	02/08/19						
Block 9	A	02/11/19	02/22/19						
	B	02/25/19	03/08/19						
Block 10	A	03/11/19	03/22/19						March 15, 2019 - Match Day
	B	03/25/19	04/05/19						
Block 11	A	04/08/19	04/19/19						
	B	04/22/19	05/03/19						
Block 12	A	05/06/19	05/17/19		You should be finished by this block!				May 19, 2019 - Graduation
	B	05/20/19	05/24/19						
					TOTAL		0		44 Weeks total needed to graduate
					Clinical Time		0		30 Weeks
					Non-Clinical Time		0		8 Weeks
					Vacation Time		0		6 Weeks

Acting Internship (AI) Policy

- Called an AI in course catalog
- Intensive, inpatient experiences with primary patient care responsibility
- Complete a minimum of two AI (4-weeks each)
- Complete one AI at a Clinical Core site in Cleveland
- One AI must be in Family Medicine, Internal Medicine, Surgery or Pediatrics



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Evaluation for AI's and Electives

Students must use CAS for all clinical rotations

- At least 1 patient log in CAS is required in order to receive academic credit
- Clinical Electives Grades = Honors, Commendable, Satisfactory, Unsatisfactory, or AE (Achieves or Exceeds Competencies)
- Away rotations – use CAS but we also accept other school forms
- Notify som-registrar@case.edu of grades more than 30 days old



Scheduling - *Professionalism*

- Be polite
- Cancel/Drop electives
 - Confirm with scheduling coordinator then notify SOM Registrar
 - No drops fewer than 30-days without written approval from elective/AI Director
- Absence Policy
 - Advance notice required
 - Normally 3 days for a 4-week rotation, ask department
 - Holidays based on host schedule

Scheduling - *Basics*

1) Pre-arrange rotations by contacting the hospital site.

- Use Academic Calendar
- [Online Course Catalog](#) (Login version)

2) Register in eCurriculum:

- eCurriculum → Clinical (left) → Course Request (top) → Clinical Electives
- At least 30 days before the start of the rotation
- Start Feb 1 for rotations starting July 1
- Use the COMMENTS BOX - “Pre-approved by _____”
Name the person who confirmed the rotation
- SOM Registrar will enroll in SIS, provide confirmation

3) After rotation begins, add elective in CAS and start patient log!



Scheduling – *Away Electives*

Away electives are not listed in course catalog –
Unlisted Electives (UNEL)

- Pre-arranged at affiliated hospital or away location (VSLO/VSAS/other)

Register with the Unlisted Elective Form

- Include supporting documents (faculty sponsor confirmation and course description)
- Submit to Society Deans at least 30-days in advance for approval → SOM Registrar to complete enrollment
- Available in CAS the next day for required patient logs

Affiliation Agreement

- Forward to som-registrar@case.edu

som-registrar@case.edu



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Scheduling- *Away Electives*

Visiting Student Learning Opportunities (VSLO)

- Formerly VSAS – available to students Jan 22, 2018
- To request an invitation, fill out the “VSLO Invitation” under the FORMS section on our website
- Make sure you are Up-To-Date on requirements

Submit Unlisted Elective Form (same as Away Rotation)

Must use CAS for all clinical rotations, including away rotations



Scheduling – *International*

- International Rotations (Portal)
 - Processed through Education Abroad, not Course Request Site
http://casemed.case.edu/student_affairs/international/
 - Complete Online Application
 - Program Form requires two signatures
(Society Dean/Advisor and Dr. Ronald Blanton)
- Contact Joseph T. Williams at jxw26@case.edu, Director of the Office of Multicultural Programs



Pediatrics A.I. Info Meeting



PEDIATRIC ACTING INTERNSHIP INFORMATION MEETING - PIZZA NIGHT

Dr. Dell is hosting a meeting for students potentially interested in doing a Pediatric Acting Internship at Rainbow Babies & Children's Hospital.

WHEN: January 11rd at 6:30pm
WHERE: RB&C Community Room
(Directions to the Community Room are below)

To be discussed:

- mechanism and timing for enrolling in Peds AI at RB&C
- planning 4th year
- applying for residencies in Pediatrics and related fields

This is only an informational meeting – attendance at the meeting does not commit you to doing a Peds AI, and no signup will occur at the meeting. You may still sign up for a Peds AI if you are unable to attend the meeting, but the information discussed will make the process clearer.

Please RSVP via email to: Kelly.Kelley@Uhhospitals.org.

Let her know if:

- you plan to attend the meeting (so there is enough pizza for everyone)
- you have a Nut Allergy
- you are interested in enrolling in Peds AI at RB&C but will not be able to attend the meeting

A sign up form is attached to this email, and will be provided at the meeting. This is only meant to facilitate getting forms to students who cannot attend the meeting. It CANNOT be submitted until Jan 12th. You can submit your requests directly to Dr. Dell the night of the event, submit via email to: Kelly.kelley@Uhhospitals.org or drop off your form at her desk – more information to come.

I'm looking forward to hearing from you!
Kelly ☺

RAINBOW COMMUNITY ROOM 1208 is on 1st floor of Rainbow, near the entrance to the atrium by Einstein Bagels & ACROSS FROM THE KINETIC SCULPTURE – THE BOUNCING BALL MACHINE

Missed the info meeting?

Contact Kelly Kelley at kelly.kelley@uhhospitals.org



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OB/GYN A.I. Info meeting January 24, 6:30pm

Greetings!

Case SOM Students are required to do a minimum of two Acting Internships. The UH Departments of Obstetrics & Gynecology and Reproductive Biology offer four Acting Internship courses. Please see brief course listing below. If you are interested in enrolling in an Acting Internship with us....

You are encouraged to attend our January information meeting. This evening discussion will:

1. Offer detailed information on course content presented by the Course Directors
2. Help you determine your preferred course(s) and schedule/date
3. Orient you to the application process
4. Outline department support available for applicants
5. Provide you with an Enrollment Application form so that you can begin your process with our department

Meeting details:

- **Wednesday, 1/24/18, 5:30 – 6:30 pm**, MacDonald Hospital, 7th floor, Classroom 7110
- If you will attend, please email Kink Brauer at corinthia.brauer@uhhospitals.org – so that we can best plan for the group
- If you cannot attend this meeting but do wish to enroll in an Elective Course with us, please email Kink Brauer at corinthia.brauer@uhhospitals.org for further directions.

Thank you for your consideration of this invitation – **hope to see you on January 24th!**

With best regards

RSVP to corinthia.brauer@uhhospitals.org



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UH Internal Medicine A.I.

Lottery Request form for July and August

<https://goo.gl/forms/L3vNTt11p1lphK2M2>

Information handout available

- SOM Registrar's Office counter
- Class meeting
- Course Catalog



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Welcome AI and Program Directors

...

Thank you Class of 2019!

We look forward to working with you!



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