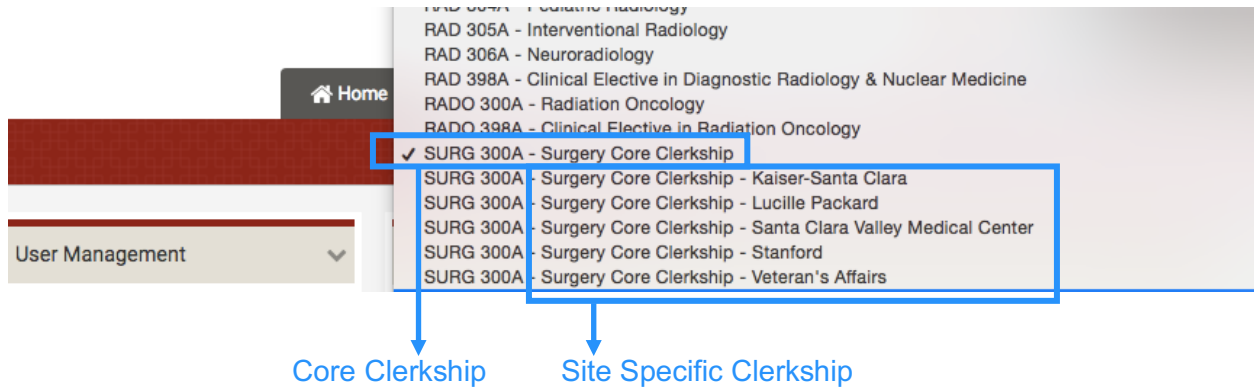


SCHEDULING

Core Clerkships, Sites, and Services

In MedHub, clerkships are organized by a core clerkship and site specific clerkships. Within sites, Clerkship Coordinators create services to schedule students and faculty to in order to assign evaluations.

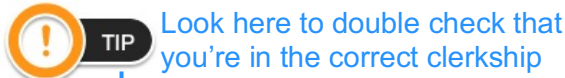


Student Administrators enroll students and Clerkship Directors to the Core Clerkship.

Clerkship Coordinators enroll students and faculty to the Site Specific clerkships. If a Site is missing from the list, Clerkship Coordinators should contact Kiran Brar. After students and faculty are enrolled in Sites, Course Coordinators create services and then enroll students, faculty, and residents.

INSTRUCTIONS – Creating a Service

- Select the Clerkship Site from right side drop down
- From the Home page, under “Schedule Management” in the middle column, select “Service Management”



SURG 300A - Surgery Core Clerkship - Veteran's Affairs

Home Schedules Procedures Evaluations Conferences Reports Help

Welcome, Claire Cioni

SURG 300A - Surgery Core Clerkship - Veteran's Affairs [Site Specific Clerkship](#)

Urgent Tasks

(none)

Personal Calendar

Sunday, July 29
(No activities)

Monday, July 30
(No activities)

Tuesday, July 31
(No activities)

Wednesday, August 1
(No activities)

Thursday, August 2
(No activities)

User Management

Students:
(select student)

Faculty:
(select faculty)

+ New Faculty Member

Schedule Management

Course Rosters

Student Groups

Clinic Schedules/Alternate Activities

Service Management

Session Management

Reuters - Health News

[Prince Harry, Elton John to launch coalition against HIV in men](#)
Britain's Prince Harry and music star Elton John are joining forces to launch a "global coalition" focused on treating HIV infections in men, the singer's AIDS charity said on Thursday.

[Scans increasingly catch 'incidentalomas' that are rarely problematic](#)
(Reuters Health) - Advanced imaging tests for many common health problems may catch something else entirely: abnormalities, known as "incidentalomas," that can create anxiety about tumors but more oft...

[Southeast Asia haze tied to hospitalization for breathing problems](#)
(Reuters Health) - People are more likely to be hospitalized for respiratory disorders during the annual haze season in Southeast Asia, when densely polluted air hovers over the region, than at other ...

[WHO seeks access to Syrians dying from heat, disease in south](#)
The World Health Organization (WHO) called on Thursday for access to 210,000 displaced people who have fled fighting in southern Syria and are in urgent need of medicines and health services, includin...

[Zogenix's seizure drug clears late-stage trial, shares soar](#)
Zogenix Inc said on Thursday its drug to treat a rare form of childhood epilepsy reduced convulsive seizures in a second late-stage trial, sending the drug developer's shares up as much as 26 percent...

This screen displays all the services within this clerkship site. To create a new service:

- Select “+Add Service”

Services

Services		Service Pre-Population				
Service:	Abbrev:	Site:	Status:	Residency Program:	Tagged Services:	Assignments:
VA General Surgery	VA	Veteran's Affairs	Active	(none)	0 (0)	1 (1)
VA Plastic Surgery	VA Plastic	Veteran's Affairs	Active	(none)	0 (0)	3 (3)

[+ Add Service](#) [Click here to create a new service within this clerkship site](#)

On this screen, enter:

- Service Name: Unique name for the service
- Service Abbreviation: How the service will appear on the master schedule
- Site: Where the service takes place
- Service Type: Patient Care - Inpatient, Patient Care - Outpatient, Patient Care – Mixed/Other
- Resident Interaction: Check box to indicate if students will work with residents
- Status: Select “Active”
- Submit

Add Service

Service Name: Unique name for the service

Service Abbrev: The Master Schedule uses Service Abbreviation names

Site: Site is already selected based on Clerkship Site

Service Type: Select type of service – Inpatient, Outpatient, Mixed

Resident Interaction: Check if students will interact with residents

Status:

Submit

Add Service

Service Name:

Service Abbrev:

Site:

Service Type:


Resident Interaction:

Status:

Example

Submit

The service has now been added to the Clerkship Site.

✔ Service modified 

Services Service Pre-Population

Service:	Abbrev:	Site:	Status:	Residency Program:	Total (Current Year)	
					Tagged Services:	Assignments:
VA Example Surgery	VA Example	Veteran's Affairs	Active	(none)	0 (0)	0 (0)
VA General Surgery	VA	Veteran's Affairs	Active	(none)	0 (0)	1 (1)
VA Plastic Surgery	VA Plastic	Veteran's Affairs	Active	(none)	0 (0)	3 (3)

+ Add Service