
Tips for Efficient Instruction

1) State clearly that your time is limited; set limits to encounters

For example, say to the student, "I can meet with you now for 10 minutes. You can have five minutes to ask questions, then I need to give you some feedback on the patient we saw together this afternoon.

2) Make assignments that are specific and time limited

"Go in, get as much history as you can in 10 minutes, and then come out and present it to me."

"I have five minutes to discuss this case. Please limit your presentation to three minutes."

"I'd like you to examine this man's knee for 10 minutes, then I'll come in and we'll discuss your findings."

3) Have students carry a notebook to record their questions during the day

Follow up with them daily for 15 to 20 minutes

4) Honor our appointments with students and make them brief

If you say you'll discuss patients with your student at the end of the day, be sure to do so.

5) Ask students to read about the problems of five patients they've seen during the day

Be specific about where they can locate this information (textbooks, journals, article file, etc.). Set the expectation that the next morning you will ask them to give you a 10-minute oral presentation about **one** of the problems they've prepared. (This approach assures that they will do a wide range of reading but does not involve you in listening to a long series of oral presentations. Be sure to follow up and check on one of the problems you've assigned.)

6) Be realistic about how much you attempt to teach

You can't teach the whole discipline. Teach what you judge the student needs and what she or he has expressed interest in.

7) Expose students to your busy schedule

Take your student with you as you attend noon conferences, hospital committees, boards, civic activities.

8) Conduct discussions / tutorials as you commute with the student

By car, by foot

9) Jot down patient care pearls that arise in conversation and on teaching rounds

Collect in a list and share with the student at the end of the clerkship and with the next student(s).

10) Use other staff in your office to teach the student

Group partner, nurse, business manager, receptionist

11) And the like... (add to this list as you go)