Schedule Policy for EM Selective

1. Lectures and workshops: These occur at various days and times each week. Please regularly review the medical student Google calendar linked to <http://www.lacuscem.com/students/> for updates. There are never resident/student shifts on Thursdays between 7a-1p due to Grand Rounds.

2. Shift schedule confirmation: Students should confirm their upcoming shifts with their supervising residents. Furthermore, they should review the schedule posted on amion for clarification.

3. Trades: In general, if residents trade their shifts, students should attempt to keep working with their original resident. Students may trade shifts amongst themselves; however, we discourage it and they must notify all involved residents, as well as Hiralda and Dr. Wagner. Residents are allowed to reassign students during busy shifts to work with other unassigned residents.

4. Shift count: Students must work at minimum 120 clinical hours per month. Lectures, workshops, and grand rounds **do not count** towards your 120 clinical hours. Any additional shifts beyond 120 hours may be dropped at the student’s discretion. Students must notify their supervising resident, Hiralda, and Dr. Wagner in advance of dropping any shift, for permission.

5. Jail shifts: Shifts in the Jail ED are optional. Remember that you may not bring computers into the Jail ED. Cellphones are okay if you sign waiver (available at entry to Jail ED).

6. North shifts: Students may not work with **PGY3s** in North (our EM intern takes the place of our MS4 in that area). This **does not** apply to working with PGY4s in North.

7. Nightshifts: Students have the **option** of working 8 hours, rather than 12 hours. Students, in collaboration with their supervising residents, can select to work 7p-3a, 9p-5a or 11p-7a. Please discuss which schedule you prefer, in advance, with your resident.

8. Modified nightshifts: If there is a lecture or workshop on the morning after a nightshift, we recommend only working 4-6 hours, instead of 8 hours. On nights following a lecture, workshop, or conference, students must work the full 8 hours.

9. Excused nightshifts: If they desire, students may be excused from working their Wednesday night shifts so that they are well rested for our Grand Rounds on Thursday mornings.

10. Overlapping shifts: Occasionally, when you change resident assignments, you may be scheduled for a nightshift followed by a dayshift immediately afterwards. In these circumstances, you can work whichever shift you prefer.