

Clerkship Request Policies

Student should notify clerkship coordinators ASAP of any event/circumstance that may need to be considered when making the rotation schedule. This includes life events, conferences, transportation needs etc. Student will still need to follow school policy in regard to requesting an excused absence if the event is not able to take place on a day off.

Clerkship/Contact	Request Policies	Other Considerations
<p>Family Medicine</p> <p>Jasmin Cambel Jasmin.D.Cambel@uth.tmc.edu</p>	<p>Site preferences are not solicited but students can email a preference request 3 - 4 weeks prior to the start of the rotation, if they have an <u>extenuating circumstance</u> related to site placement.</p> <p>No site preference is guaranteed. Preferences will be considered on a case by case basis.</p>	
<p>Geriatrics</p> <p>Minnie Booker Minnie.EllisorBooker@uth.tmc.edu</p>	<p>Will accept requests for sites and attending but does not solicit requests. Students should send requests at least 2 weeks prior to the start to of the clerkship.</p>	
<p>Internal Medicine</p> <p>Venettea Mitchell Venettea.Mitchell@uth.tmc.edu</p>	<p>Site preferences are not solicited but students can submit a preference request to the coordinator 5-8 weeks prior to the start of the rotation. Students must include the rotation dates in their requests. Note: preferences are accepted on a first come basis.</p>	<p>Orientation day, call days and lecture days are required.</p>
<p>Neurology</p> <p>Sherri McCollum Sherri.A.Mccollum@uth.tmc.edu</p>	<p>Will accept requests 2-3 weeks or more in advance for sites and attendings but does not solicit requests. <i>Note: Requests are accepted on a first come basis.</i></p>	<p>Orientation day and lecture days (Fridays) are required.</p>
<p>Obstetrics & Gynecology</p> <p>Clarissa Spraberry Clarissa.J.Spraberry@uth.tmc.edu</p>	<p>Will accept requests made 8 weeks in advance but does not solicit requests.</p>	
<p>Pediatrics</p> <p>Deborah Hernandez Deborah.Hernandez@uth.tmc.edu</p>	<p>Coordinator will solicit request 3 weeks prior to the rotation start date. Does not accept request prior to this. No site preference is guaranteed. Preferences will be considered on a case-by-case basis.</p>	<p>Orientation and Lecture days (Wednesday AM) are mandatory, request for days off accepted when preference form is turned in. Schedule is posted the Friday before rotation begins.</p>

<p>Psychiatry</p> <p>Kristi Rowell Kristi.D.Rowell@uth.tmc.edu</p>	<p>Coordinator will email the group a preference survey in Qualtrics 3 weeks prior to the start of the clerkship. The email will include the Qualtrics survey link and submission due date (the date and time the survey will close). The survey, also, requests your UTHHealth badge number and a good contact phone number. So, if you don't have preferences the survey has that option you can choose after submitting your badge and phone number.</p>	<p>Schedules will be emailed to you 1-2 weeks prior to the start of the clerkship. Canvas will be available at the same time the schedules are emailed unless otherwise stated. Orientation and Lecture days (Wednesdays, 12-4 pm) are mandatory. For absence requests that fall during the Psychiatry Clerkship, contact the coordinator and director's office as soon as you are aware even if you are not currently rotating on Psychiatry.</p>
<p>Surgery</p> <p>Doretha Johnson Doretha.L.Johnson@uth.tmc.edu</p>	<p>Coordinator will email group 7-8 weeks prior to the start of clerkship. Does not accept requests prior to this.</p>	<p>Orientation and didactic days (typically Thursdays are required).</p>