

**Dear General Surgery Preceptor,**

On behalf of A.T. Still University School of Osteopathic Medicine in Arizona, please accept our sincere appreciation and gratitude for your efforts to provide each student with the clinical experience and professional development necessary in the process of becoming knowledgeable, caring, and skilled physicians.

**General Surgery Clerkship Overview**

The clinical clerkship in General Surgery is a required four-week rotation, during which the student is required to participate in a full-time clinical experience and complete approximately 10 hours of didactic course materials each week, provided by the ATSU-SOMA clerkship director, designed to support the student in preparation for daily clinical experiences and the required end of rotation COMAT exam.

**Preceptor Responsibilities**

1. Provide an orientation to the student during which you outline expectations, the student's responsibilities, and site regulations and policies.
2. Meet with the student midway through the clerkship to discuss performance.
3. Provide an evaluation of student performance at the end of the clerkship (see "*Clinical Rotation Evaluation*" below).
4. Involve the student in the evaluation and management of patients seen in your practice.
5. As time allows, "teach" towards conditions seen throughout the day: provide real-time feedback, share knowledge, and involve students in procedures as appropriate for the student's ability and the comfort level of the physician.

**Experiential Learning Opportunities \*(ELO) Checklist for General Surgery** a required assignment designed to encourage student participation and interprofessional experiences within the clinical setting. Along with the *many* other patient presentations and procedures common to this specialty, it is our sincere hope that students will have the opportunity to participate, either as "Performed" or "Assisted," in all or most of the following patient care experiences:

1. Perform primary wound closure with sutures or staples
2. Perform foley catheter placement
3. Perform IV catheter placement
4. Management of a surgical drain (place, remove, or care of)
5. Participate in open abdominal surgery
6. Participate in minimally invasive abdominal surgery
7. Participate in evaluation of hernia and/or hernia repair
8. Evaluation of abdominal pain
- 9.. Evaluation/management of biliary tract disorder

Regular discussion of clinical assessment and plan, as well as the writing of SOAP notes, regardless of EMR access, are strongly recommended for students to practice daily.

\*Students will provide you with additional information and instructions found on the printed ELO Checklist.

### Methods of Student Evaluation

Per policy, final course grades are determined by ATSU-SOMA, based primarily on:

1. Evaluation of clinical performance is provided by preceptors on the Clinical Rotation Evaluation (see below).
2. Weekly assignments graded by ATSU-SOMA campus-based clerkship director.
3. End of Course COMAT Exam.

### Preceptor Clinical Rotation Evaluation (CRE)

The CRE includes two primary sections: a 'formative' section and a 'summative' section. Formative feedback does **not** contribute to the student's grade and is **not** included in the MSPE (Dean's Letter) but serves as an opportunity for student review of strengths and opportunities for improvement. Summative Comments **will** appear in the MSPE and the Summative Assessment of Student Performance section will serve as the grade for the clinical portion of this course. Professionalism will be factored into the summative grade. Please be forthcoming in your evaluation of the student's performance, particularly in reference to other medical students you have worked with in the same year/level of training.

### Categorical & Course Failures

The preceptor marking "Fail" in an assessment category does **not** automatically mean the student fails the entire rotation, however comments **must** be included on page 2 of the evaluation form so that an ATSU-SOMA representative can follow up with the student.

In the event a student *does* fail the clinical portion of a rotation, they will **not** be placed with the same preceptor for remediation.

### Absences

Absences from the clerkship must be excused by ATSU-SOMA via the school's forms and procedures. Please notify us if your student appears to be "missing" from rotation or has been absent more than 4 days in a 4-week rotation.

### CME

Time spent working with a student as a preceptor can be claimed for AOA CME credit. To submit Preceptor CME Credit, please visit the following link: [http://www.atsu.edu/soma/cme/preceptor\\_credit.asp](http://www.atsu.edu/soma/cme/preceptor_credit.asp).

Thank you once again for your support in training our students. We are grateful for the education and mentorship you provide in service to future physicians and the profession. Please do not hesitate to reach out should you have any questions, concerns, or suggestions. [leannallgood@atsu.edu](mailto:leannallgood@atsu.edu)

Kindest Regards,

LeAnn Allgood MD  
OMS III/IV Surgery Clerkship Director  
Assistant Professor