Academic Systems & Educational Technology Newsletter

Upcoming Requested Items for AY 2023-2024

Confidentiality Agreement Forms
Confidentiality forms will be emailed shortly for the new academic year 2023-2024 starting in May. Please submit your confidentiality statement to access clerkships in the Education Management System (EMS). It is required by the university that all faculty and staff with website access to student information agrees to the confidentiality statement. Thank you in advance for your timely response and cooperation.

Evaluations
If you require changes to evaluations for your clerkship, this is the time to submit any revisions so we can get them adjusted and ready to go for May. Changes made during mid-year create duplicate evaluations in which we would like to avoid (Example Version I, II etc).

Gradebook
If you require changes to your gradebook or grade scheme, let us know before the first rotation.

Faculty/Residents
This would be a great opportunity to update (delete/add) faculty and residents who are associated with the clerkship.

Lotteries
Please inform us of any changes to lottery sites. We will be happy to assist with the lottery template.

Clinical Experience Log (CEL)
This is an opportunity to make changes to patient logs (Diagnoses, Procedures etc) for the upcoming year.

Canvas
The clerkship shells for May will be updated and emailed soon.