



## Military Site Requirement Form

Tel: 617 414 6237  
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Boston University  
School of Medicine

Student Name: \_\_\_\_\_ Block & Dates: \_\_\_\_\_

**Dowling 5 South  
One Boston Medical Center Place  
Boston, MA 02118-2393**

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1. One preceptor at the site must be the principal organizer of the rotation and spend significant time directly precepting the student.
2. The principal preceptor will review the Preceptor Handbook in advance of the arrival of the BUSM Family medicine clerk.
3. The principal preceptor will be responsible for the orientation of the student, to include a review of the student's Self Evaluation done here before the student leaves.
4. The principal preceptor will observe the student within the first two or three days doing a focused History and Physical exam.
5. Based on the observed H&P, review of the students Self Assessment, and a review of the BUSM clerkship evaluation form, the preceptor will design a learning contract with the student outlining several clinical skills the student will work on during the rotation.
6. The preceptor will conduct a Mid-Clerkship Review with the student at the end of three weeks. Details of this critical session can be found in the Preceptor Handbook- basically the student should note what he or she would like to work on and the preceptor will provide feedback on the student's performance from the faculty and staff of the clinical facility.
7. The preceptor will help the student locate a suitable individual or family for the student's required home visit. It is best if the visit can be made with a patient the student has seen.
8. The preceptor will provide for presentation of the student's home visit report to any interested faculty and staff.

9. At the end of the fifth week or beginning of the sixth week, the preceptor will again observe the student doing a focused H& P and will provide feedback to the student.
10. The preceptor will conduct an exit interview using the School's clerkship evaluation form. This does not require the preceptor to provide a grade to the student, but to convey the general sense of how well the student has addressed the evaluation items on the School's form.
11. The preceptor should assemble the evaluation of all faculty who have worked with the student and incorporate these onto the BUSM clinical evaluation form and get the completed form back to the clerkship coordinator no later than three weeks after the conclusion of the rotation.
12. In general, the site should foster the independence and responsibility of the student. Third year students should move quickly from observing faculty to independently performing H&Ps and presenting the results to preceptors. By the fourth or fifth week students should be reporting back to the patients the working diagnosis and some semblance of treatment plan, and be able to discuss the rationale for the plan and answer patient's questions.

\_\_\_\_\_ Signature of \_\_\_\_\_ Date  
Principal Preceptor

\_\_\_\_\_  
Print Name

\* Please fax this form back to *Heidi Bartoo* at (617) 414-3345 or mail to the above address.